

Associated Students of Fullerton College

Constitution of the Student Senate

Preamble

We the students of Fullerton College, in order to form an organization to express the general will of the students to the administration, to organize and finance student activities, to work for the betterment of the College through a student sponsored program, and to promote and practice democratic action, do hereby establish this Constitution.

ARTICLE I TITLE

SECTION A. Name of Organization

The official name of this organization shall be known as the Associated Students of Fullerton College, referred to herein, and during the conduct of normal business, as the Student Senate of Fullerton College.

ARTICLE II MEMBERSHIP

SECTION A. Voter Eligibility

All students duly registered at Fullerton College are eligible voters and shall be accorded the right to vote in all student body elections related to the Student Senate, including but not limited to elections for Executives, Student Senators, Special Elections and Referenda.

SECTION B. Funding of Organization

The Student Senate shall finance its programs and activities through, but not limited to, the sale of A.S. Benefits and I.D. Cards to its membership, and any fundraising activities sponsored by the Student Senate.

ARTICLE III STRUCTURE

SECTION A. The Student Senate

The Fullerton College Students-at-Large shall be governed by a Student Senate comprised of duly elected and appointed students assisted by appointed agents.

The Student Senate shall be comprised of 33 Student Senators, representing a number of students determined by dividing the current enrollment of the school by the number of Student Senators.

SECTION B. Executive Officers

The Executive Officers shall include:

- The President of the Student Senate,
- Vice-President of the Student Senate,
- Vice-President of Finance,
- Inter-Club Council President,
- Vice-President of Activities

Further, the Executive Pro Tempore shall serve as a Senator Executive, whose selection and duties have been defined in **Article V, Section A**.

SECTION C. Absence of Chain of Command

The Associated Students is not governed by a “chain of command,” the hierarchical, vertical construction of an organization. No individual member of the organization may forcibly compel another member of the organization to take any action, formal or otherwise. Only actions made by the Student Senate or the Inter-Club Council may compel or authorize official actions made by the Associated Students.

SECTION D. Executive Council

The Student Senate Executive Council shall consist of the President of the Student Senate, Vice-President of the Student Senate, Vice-President of Finance, Inter-Club Council President, Vice-President of Activities, Executive Pro Tempore, and Chairpersons of all standing committees.

SECTION E. By-Laws of the Student Senate

The Student Senate shall establish guidelines for all members in the Bylaws of the Student Senate.

SECTION F. Advisor(s)

Advisors shall be appointed by the District Administration as non-voting members.

SECTION G. Student Trustee

A Student Trustee shall be elected by the Fullerton College Students-at-Large to serve as a liaison between the Fullerton College Students-at-Large and the NOCCCD Board of Trustees.

ARTICLE IV FUNCTIONS

SECTION A. Authority and Purpose

The Student Senate, operating under authority and powers granted by the NOCCCD Board of Trustees and the California Government, shall have as its main functions: to raise revenues to operate its programs of activities, projects, government; to legislate on supervision over clubs and affiliated organizations, to make recommendations on behalf of the student body to the College and District Administrations, to hear proposals and petitions from its membership, to establish and to conduct such other business or legislation on behalf of its membership not in conflict with District, State or Federal Laws and Regulations.

SECTION B. Student Bill of Rights

The Student Senate shall pass no law or amendment prohibiting or abridging the freedom of speech, or of the press, or the right of the students to peaceably assemble, or to petition the Student Senate for a redress of grievances.

SECTION C. Meetings

The Student Senate is a Brown Act body and follows all procedures delineated in the Brown Act (California Government Code sections 54950 through 54963). It shall assemble regularly at a minimum of once every two (2) weeks (barring Student Senate decision to not meet in a particular week) while the Student Senate is in session. Closed business meetings may be called only as delineated in California Government Code sections 54954 through 54957. Quorum shall be established by the presence of a simple majority of duly elected and appointed Student Senators and Executive Officers at the time of the meeting.

SECTION D. Conduct

The Student Senate may discipline its members for disorderly behavior according to rules established by the Student Senate. Student Senate meetings shall be conducted

using Robert's Rules of Order's most recent edition. Advisors shall act as Parliamentarians for Student Senate meetings.

SECTION E. Frequency of the Executive Council

The Executive Council shall meet at least once per month while the Student Senate is in session and shall meet as deemed necessary or proper by the Executives while the Student Senate is not in session.

ARTICLE V DUTIES OF MEMBERS

SECTION A. Rules Governing Voting Members

The President of the Student Senate, Duties

The duties, responsibilities, and authorities of the President of the Student Senate shall be to preside at Student Senate meetings, with the power to delegate authority; be an ex-officio member of all Student Senate subcommittees; have power to call Special Meetings of the Student Senate; prepare an annual Student Senate Budget with the Vice-President of Finance; be an official representative and host of the Student Senate; address the Student Senate with ideas, issues and problems concerning the Campus.

- **Eligibility:** Students who **have been or were** a member of the Student Senate or Inter-Club Council for at least 5 weeks prior the date of the Spring election and meet the appropriate grade point average and credit enrollment minimums (as designated by the State, District, or College) are eligible to run for the position of President of the Student Senate.

The Vice-President of the Student Senate, Duties

The duties, responsibilities, and authorities of the Vice-President of the Student Senate shall be to assume the duties of the President of the Student Senate in the absence or resignation of the President of the Student Senate; be an ex-officio member of all Student Senate subcommittees; be chair of the Student Senate's Research, Planning and Resolutions Committee; coordinate, in conjunction with the Student Senate, research involving the opinions, desires, needs and other related information related to the student body; coordinate the formation of resolutions as deemed necessary by the Research, Planning and Resolutions Committee, the Student Senate or a student at large; and perform such other duties as delegated by the President of the Student Senate.

- **Eligibility:** Students who have **been or were** a member of the Student Senate or Inter-Club Council for at least 5 weeks by the date of the Spring election and meet the appropriate grade point average and credit enrollment minimums (as designated by the State, District, or College) are eligible to run for the position of Vice-President of the Student Senate.

The Vice-President of Finance, Duties

The duties, responsibilities, and authorities of the Vice-President of Finance shall be to chair the Student Senate's Finance Committee; to be an ex-officio of all Student Senate subcommittees; prepare an annual Student Senate Budget with the President of the Student Senate and the Finance Committee to be submitted to the Student Senate for approval; administer all funds; present quarterly Financial Reports to the Student Senate; countersign all requisitions drawn on Student Senate Funds; submit an annual Financial Report; and perform other related duties as delegated by the President of the Student Senate.

- **Eligibility:** Students who have **been or were** a member of the Student Senate or Inter-Club Council for at least 5 weeks by the date of the Spring election and meet the appropriate grade point average and credit enrollment minimums (as designated by the State, District, or College) are eligible to run for the position of Vice-President of Finance.

The Inter-Club Council President, Duties

The duties, responsibilities, and authorities of the Inter-Club Council President shall be to preside over all Inter-Club Council meetings; to have power to call special meetings of the Inter-Club Council and its committee; to countersign all requisitions drawn on the Inter-Club Council in the absence of the Vice-President of Finance.

- **Eligibility:** Students who have **been or were** a member of the Student Senate, Inter-Club Council or the officer of a club for at least 5 weeks by the date of the Spring election and meet the appropriate grade point average and credit enrollment minimums (as designated by the State, District, or College) are eligible to run for the position of Inter-Club Council President.

Vice-President of Activities, Duties

The duties, responsibilities, and authorities of the Vice-President of Activities shall be to chair the Activities Committee; handle all contractual and scheduling activities approved by the Activities Committee once approved by the Student Senate; coordinate activities of the Student Senate and Inter-Club Council; develop and implement publicity plans in conjunction with the Activities Committee; communicate with the Office of Communications and campus news outlets when necessary.

The Vice-President of Activities is elected by the student body. Vacancies shall be filled by appointment or election in the Inter-Club Council or Student Senate. The Vice-President of Activities is an executive of the Associated Students, a member of the Inter-Club Council, but not a voting member of the Student Senate.

- **Eligibility:** Students who **have been or were** a member of the Student Senate, Inter-Club Council, or the officer of a club for at least 5 weeks by the date of the Spring election and meet the appropriate grade point average and credit enrollment minimums (as designated by the State, District, or College) are eligible to run for the position of Vice-President of Activities

The Executive Pro Tempore, Duties

The Executive Pro Tempore shall be the Student Senator with the highest number of serving semesters in the past two fiscal years, as defined by the Board of Trustees. The appointment to Executive Pro Tempore is voluntary. A senator or executive must serve at least a simple majority of a semester for a particular semester to be valid.

- Example: In Fall 2020 or Spring 2021, semesters up to 1 July 2018 shall be considered.

In the case where there is more than one Student Senator sharing the highest number of semesters that meet the above requirements, the Student Senate shall elect an Executive Pro Tempore from one of these Student Senators.

The Executive Pro Tempore shall be tasked with temporarily assuming the duties of the Vice-President of the Student Senate upon the Vice-President of the Student Senate being unable to serve his or her duties. The Student Senate shall have a maximum of two weeks to either elect or appoint a new Vice-President of the Student Senate.

Student Senator, Duties

The duties, responsibilities, and authority of the Student Senators shall be to represent the students of the College; make motions; act upon all Student Senate business; deliberate, and vote; serve on at least one Standing Committee, and at least one campus, state, and district level committee; work on projects as assigned by the Student Senate, Committee Chairpersons, and the Executive Officers; inform Students-at-Large regarding upcoming and ongoing Student Senate and Club events; canvas and recruit new Student Senators and Student Representatives; mentor and work to develop new Student Senators and Student Representatives; mentor and work to develop new Student Senators and Student Representatives.

Student Representative, Duties

The duties, responsibilities, and authority of the Student Representatives shall be to represent the interests of the Students-at-Large in Standing, Campus, District, and State Committees; to be prepared to assume the duties as a Student Senator in the case of a vacancy in the Student Senate; work on projects as assigned by the Student Senate, Committee Chairpersons, and the Executive Officers; inform Students-at-Large regarding upcoming and ongoing Club and Student Senate events.

SECTION B. Rules Governing Non-Voting Members

Student Trustee of Fullerton College, Duties

The Student Trustee representing Fullerton College shall be accountable to the Fullerton College Students-at-Large and shall be responsible for: preparing for and attending NOCCCD Board of Trustee meetings when appropriate; providing regular reports to the Fullerton College Students-at-large after NOCCCD meetings providing pertinent feedback on all items that affect students; and surveying the Fullerton College Students-at-Large on any relevant and forthcoming NOCCCD Board agenda items; presenting Student Senate resolutions to the Board of Trustees.

Employees of Fullerton College, Duties

The duties and responsibilities of the A.S. Administrative Assistant, Student Center Assistants, and other employees shall be described in the most recent Student Senate Operations and Procedures Manual with other duties as determined by the Student Senate.

SECTION C. Terms of Office

All terms of office not specifically stated elsewhere shall begin and end on the first day of June. The newly elected Student Senate shall assemble on the first Tuesday of the Fall semester.

ARTICLE VI RESIGNATION, RECALL, INELIGIBILITY

SECTION A. Vacancy and Line of Succession

- If the **President of the Student Senate** is not able to serve his or her duties, then the Vice-President of the Student Senate shall assume the position of President of the Student Senate.
- If the **Vice-President of the Student Senate** is not able to serve his or her duties (including as a result of elevation), then the Executive Pro Tempore shall serve as Interim-Vice-President of the Student Senate until a new permanent Vice-President of the Student Senate is appointed. The Student Senate must appoint a permanent Vice-President of the Student Senate within two (2) weeks of the vacancy.
- If the **Vice-President of Finance** is not able to serve his or her duties, then the Vice-Chair of the Finance Committee shall serve as the permanent Vice-President of Finance.
- If the **Inter-Club President** is not able to serve his or her duties, then the Vice-President of the Inter-Club Council shall serve as the permanent Inter-Club Council President.
- If the **Vice-President of Activities** is not able to serve his or her duties, then the Inter-Club Council and the Student Senate, in collaboration, shall appoint a permanent Vice-President of Activities.

SECTION B. Eligibility and Disqualification

The standards of eligibility or disqualification from office due to academic deficiencies, shall be determined by the Administration of the College, and set forth in the By-Laws of

this Constitution. All Executive Officers, during the time for which they were elected, shall not hold office in any Campus Club.

SECTION C. Recall and Impeachment

Recall:

The Student Senate may recall any Student Senator. Reasons for the recall must be given to the Student Senate and investigated by the Judicial Committee with all deliberate speed. To recall any Student Senator from office, a simple majority vote of the present quorum of the Student Senate is required. If the Student Senate elects to recall, the Student Senator being recalled becomes a Student Representative, effective immediately.

Impeachment:

The Student Senate may impeach any member. Reasons for removal must be given to the Student Senate and investigated by the Judicial Committee with all deliberate speed. To remove any person holding office, a three-fourths vote of present quorum of the Student Senate is required.

Impeachment is defined herein as the removal of an official from the office currently held, effective immediately at the time of a successful motion of impeachment.

The Judicial Committee shall submit inquiry reports and may include recommendations on the judgment of recalling or impeaching a voting member and the Vice-President of Activities or other non-voting members of the Associated Students. No matter the recommendation, the Student Senate has finality in any and all decision making and shall render by vote whether to take action if any.

If it is determined that the Student Trustee is incapable of or failings to inform the Fullerton College Students-at-Large of the activities and results of District Board of Trustee Meetings, and does not then provide reports to the Student Senate of Fullerton College, then the Student Trustee shall be deemed as acting in an inappropriate manner and shall be up for recall.

ARTICLE VII SENATE COMMITTEES

SECTION A. Committee Membership

Duly elected or appointed Student Senators may vote in any Student Senate Standing Committee enumerated below without being approved as members of that Standing Committee. Because of the nature of the Judicial Committee's sensitive duties (the maintaining of Associated Students governing documents and the handling of the disciplinary processes of the Associated Students), voting members, save for the executives, of the Judicial Committee must be confirmed by the Student Senate.

Duly elected or appointed Student Representatives must be made members of a committee before voting on actionable items.

SECTION B. Senate Committees

The Student Senate shall maintain the following Senate Committees:

The **Judicial Committee**, which shall prepare election rules and maintain a corresponding Election Code for approval by the Senate; maintain consistency amongst the Associated Students Constitution, Associated Students Bylaws and Associated Students Operations and Procedures Manual; establish and oversee the dismissal process of Student Senators and Student Representatives; oversee the disciplinary processes of all members of the Associated Students; and handle such other assignments as delegated by the Student Senate, including advisory roles throughout the campus-at-large and the Fullerton College administration.

The **Research, Planning, and Resolutions Committee** which shall handle or study current campus problems as assigned by the Student Senate; make recommendations to the Student Senate based on surveys, polls, or other information gathering techniques; be responsible for implementing any Fullerton College, Region VIII, and SSSCC resolutions, as well as the drafting of any official resolutions or correspondence of the Student Senate of Fullerton College, and submission thereof to all pertinent parties, organizations, offices, and officials; inform the Student Body of important legislation, actions and advocacy at the State, District, Campus, and Student Senate levels; and handle such other assignments as delegated by the Student Senate.

The **Finance Committee**, which shall maintain supervision over the Student Senate Budget and its financial affairs; advise Student Senate on matters concerning scholarships and loans; solicit new scholarships, grants, and financial aid to benefit students; and handle such other assignments as delegated by the Student Senate.

The **Inter-Club Council** which shall be responsible for coordination and communication amongst the various constituent clubs of Fullerton College; assist clubs in all matters concerning their constitutions; assist students in the creation of new clubs, the authoring of club constitutions, and provide approval of club constitutions; promote club life and diverse student activity on campus; assist clubs in the recruitment and retention of club members; work in partnership with the ~~Programming and Publicity committees~~ Activities Committee in order to ensure club efficacy and awareness of club events for student benefit; work in partnership with Finance Committee to help fund club activities; and otherwise provide general assistance to the constituent clubs of Fullerton College.

The Inter-Club Council's voting membership shall consist of the Inter-Club Council President, the Vice-President of Activities, the Vice-President of the Inter-Club Council, the Inter-Club Council Secretary, exactly one (1) voting delegate from each club and any representatives or positions established by the Inter-Club Council Constitution.

The Inter-Club Council is empowered, through its Constitution, to determine the selection and dismissal process(es) of the Inter-Club Council Vice-President, the Inter-Club Council Secretary, and of any further positions established as deemed necessary by the Inter-Club Council.

The Inter-Club Council is governed by both the Associated Students Constitution and the Inter-Club Council Constitution. The Inter-Club Council Constitution may be amended by a simple majority vote of the present quorum of the Inter-Club Council.

The **Activities Committee**, which shall supervise student entertainment and recreational activities sponsored by the Associated Students; shall assist the Office of Student Activities in the running of events; shall organize volunteers for both Associated Students activities and activities hosted by other departments; shall maintain close contact with the various forms of communication on campus; publicize events on campus when necessary and appropriate; organize and mobilize Student Senators and Student Representatives volunteers; and handle such other assignments as delegated by the Student Senate or the Inter-Club Council.

The **Curriculum and Education Committee** which shall provide representation for division and resource members from the Fullerton College community; facilitating curriculum development and approving curriculum proposals at Fullerton College in compliance with Title 5; to provide support for the curriculum approval process through the NOCCCD Board of Trustees and the State Chancellor's Office; inform the administration of the academic and curricular needs of the Student Body; provide institutional guidance and vision for coordinating campus-wide student academic success efforts affecting basic skills, transfer, career technical education, completion, and equity at Fullerton College.

The **Committee on the Environment**, which shall be responsible for introducing and leading environmentally-friendly policies for the Students-at-Large of Fullerton College; providing environment-conscious recommendations between faculty, administrators, and the NOCCCD; coordinate with the Student Senate on issues concerning the environment between environmental groups and Student Senate-recognized clubs; and provide general awareness and guidance surrounding the challenges posed by climate change, within the Student Senate, the college, and within the NOCCCD.

SECTION C. Chairpersons of Standing Committees

The chairpersons of the Judicial Committee, the Curriculum and Education Committee, and the Committee on the Environment shall be elected from and by the members of the Committee and shall serve for a period of one semester, and are eligible for re-election. Each Chairperson of a Standing Committee shall prepare a written Semester Report for the President of the Student Senate.

The Vice-Chair of the Finance Committee, as the direct replacement for the Vice-President of Finance, shall be nominated by the Finance Committee and confirmed by the Student Senate.

SECTION D. Ad Hoc Committees

An ad hoc (temporary) committee may be formed by a simple majority of the present quorum of the Student Senate. This committee must have a defined purpose and a limited time frame to complete that purpose. The number of members in an ad hoc committee must be less than the minimum number of votes needed to conduct business in the Student Senate (a simple majority of minimum Student Senate quorum).

An ad hoc committee shall be comprised solely of voting members of the Student Senate, and be formed for a purely advisory role. Once an ad hoc committee has completed its intended purpose, it submits its recommendation to the Student Senate, and then is disbanded. Ad hoc committees are not required to post agendas 72 hours in advance of a meeting, unlike Standing Committees, but may not make decisions or take action upon any matter.

ARTICLE VIII ELECTIONS

SECTION A. Eligibility

Each candidate must meet all eligibility requirements as stated in the By-Laws.

SECTION B. Supremacy

All candidates must adhere to election code as established by the Student Senate for that election.

SECTION C. Regular Elections

Regular elections will be held during the months of April and September.

SECTION D. Student Senate Vacancy

When a Student Senate vacancy occurs, the Student Senate shall appoint, by a two-thirds vote of present quorum, the senior-most Student Representative willing and able to become a Student Senator. In the absence of such a Student Representative, the Student Senate shall appoint, by a two-thirds (2/3) vote of the present quorum, a Student Senator from the Students-at-Large to serve as a permanent Student Senator for the remainder of that term.

SECTION E. Election Committee

An Election Select Committee shall be formed to supervise, coordinate and make all final decisions concerning the election. This committee shall be composed of the President of the Student Senate, Vice-President of the Student Senate, Executive Pro-Tempore, Judicial Committee Chair, and one (1) Student Senator as appointed by the Student Senate. The committee shall consist of no more or no less than five members. Each member of the committee shall not be in the running for any elected position. Any member running for election shall be excluded from the committee and replaced by a Student Senator not running for election. This committee shall be chaired according to the order of succession as listed in the A.S. Bylaws.

The charge of the committee shall be to: set election calendar; handle all appeals; hire election workers; count ballots; issue violations; approve election results; and post election results.

All committee decisions shall be subject to one reconsideration by the committee upon the request of the Student Senate. All final decisions of the committee concerning election results shall be recognized as the final decision of the Student Senate.

SECTION F. Special Elections

Special elections may be called when the Student Senate deems it necessary. A two-thirds (2/3) vote of the present quorum of the Student Senate shall be required to hold a special election. Special elections may pertain to a vote of the Students-at-Large on any matter normally voted on in a Regular Election.

ARTICLE IX REFERENDA, PETITIONS, MEETINGS

SECTION A. New Agenda Items and Referral to Committees

Before adjourning any Student Senate meeting, the Student Senate shall call for items of new business from the audience. Such items may be immediately directed to the proper committee for consideration and recommendations.

SECTION B. Referenda

The Fullerton College Students-at-Large shall have the right to petition the Student Senate to arrange special referendums on Campus issues. Petitions for referendums directed to the Student Senate shall be considered valid if they contain signatures greater than or equal to one percent (1%) of the total students enrolled during the current semester. Copies of said petitions must be posted in all designated Campus Publicity Areas and submitted to the student newspaper two (2) weeks prior to referendum elections. A two-thirds (2/3) majority of ballots cast shall be necessary for the passage of any referendum.

SECTION C. Special Meetings of the Students-at-Large

Special meetings of the entire student body may be called when the Student Senate deems it necessary. The presence of one percent (1%) of the total students enrolled during the current semester shall constitute quorum at such special meetings to transact business.

ARTICLE X AMENDMENTS

SECTION A. Amendments

Amendments to the Constitution of the Associated Students shall be ratified if a two-thirds majority of the student body vote in the affirmative for the amendment. The Election Code shall dictate further rules governing amendments.

SECTION B. Proposal for Amendments from the Students-at-Large

Students may directly propose amendments to this Constitution by petitions submitted to the Student Senate which shall be considered valid, if they contain signatures greater than or equal to one percent (1%) of the total students enrolled during the current semester.

Proposed amendments shall be placed on the ballot of the following Student Body Election and must achieve a two-thirds majority vote.

SECTION C. Amending Governing Documents

The Bylaws, Operations and Procedures Manual, and Associated Students Election Code may be revised by a two-thirds (2/3) vote of the present quorum of the Student Senate.

SECTION D. Supremacy

No provisions in the Bylaws or Operations and Procedures Manual, nor in the constitution, bylaws, or other governing documents of subsidiary, subordinate, or constituent organizations, may supersede the provisions of this Constitution. If an amendment is made to the Bylaws or Operations and Procedures Manual which attempts to supersede any provision in this constitution, that provision shall be struck down.

