

# **Associated Students of Copper Mountain College**

## **Constitution**

### **Article I: Name**

- A. As provided for in Education Code section 76060, the Board of Trustees of the Copper Mountain Community College District has authorized the students of the Community College to organize a student body association to encourage student participation in governance of the college. The organization shall be known as the Associated Students of Copper Mountain College (ASCMC). In addition, all meetings of ASCMC must be conducted in a manner consistent with the Ralph M. Brown Act (Gov.Code, 54950 et.seq.)

### **Article II: Mission Statement**

- A. The ASCMC shall advocate for Copper Mountain College students on all levels of governance, finance, oversee student activities and programs, and form a line of communication from the students to the faculty, and staff.

### **Article III: Membership**

***Section 1:*** All students currently enrolled at Copper Mountain College for the current semester.

Clause 1: Members of ASCMC include both voting and nonvoting members. Voting members include Officers and Senators; non-voting members include all other currently enrolled students of CMC.

***Section 2:*** Membership in the ASCMC shall not be denied to any student at Copper Mountain on the basis of race, ethnicity, creed, religion, national origin, gender, age, veteran status, political affiliation, color, ancestry, sexual orientation, or any physical or mental handicap.

Clause 1: All members of ASCMC must abide by the current Copper Mountain College Student Conduct Policy and Sexual Harassment Policy as published in the CMC catalog.

### **Article IV: Officers**

***Section 1 Officers:*** The Officers of the ASCMC shall be: President, Vice President, Secretary, Treasurer, Student Trustee, and Ambassador. The President has the right to create and appoint offices with the approval of the ASCMC Senate that serve specific roles in order to assist the ASCMC in its duties at which point the ASCMC will decide if the appointed office(s) have voting and/or moving privileges.

***Section 2 Officers' Term Limits:*** All executive officers shall serve a term of one year ending on May 31 of the Copper Mountain Community College District's calendar.

***Section 4 Vacancies:*** An office may be declared vacant by the President in the following circumstances:

- If an officer fails to show for two consecutive, unexcused meetings.
- If an officer accumulates four absences in an academic school year.
- If an officer submits a resignation at an ASCMC meeting, either verbal or written.
- If an officer is removed, as outlined in Article X.

Note: Any vacant office may be filled for the remaining term by appointment from the President, followed by a majority vote from the ASCMC Senate, or by special election.

## **Article V: Organization**

***Section 1 (Structure):*** The ASCMC shall be organized into the positions of Advisor, Executive Officers, and Senate.

***Section 2 (Advisor):*** The position of Advisor is appointed by the Vice President of Academic Affairs. The Advisor or designee facilitates all ASCMC meetings, attends leadership conferences as appropriate, and oversees all ASCMC activities. The Advisor does not have a vote and cannot make or second motions. The Advisor may hold special elections to fill vacant offices if there are no longer enough officers to appoint or fill vacancies.

***Section 3 (Executive Officers):*** The Executive Officers carry out the will of the ASCMC, oversee and manage the goals of the ASCMC and Clubs by promoting leadership and student enrichment through events and training.

Clause 1: Officers are composed of students from the general population as voted on in the ASCMC General Election each Spring.

Clause 2: The executive board must be enrolled in a minimum of 5 units, and maintain at least a 2.5 GPA. Unless otherwise approved by the advisor.

***Section 4 (Senate):*** Senators participate in the affairs of the ASCMC Senate by promoting student involvement and development through events and training.

Clause 1: The Senate is composed of students from the general population as voted on in the ASCMC General Election each Spring. As many as 16 Senators may be elected. This number may be exceeded at the discretion of the President, with Senate approval, after a student has attended three (3) consecutive meetings and has expressed interest in becoming a Senator.

Clause 2: Senators must be enrolled in a minimum of 5 units, and maintain at least a 2.0 GPA. Unless otherwise approved by the advisor.

***Section 5 (Clubs):*** Clubs represent specific student interests and promote enhancement through events pertaining to their particular mission.

Clause 1: All Clubs shall have their Constitution and Bylaws approved by a majority vote of the ASCMC Senate and must have a valid charter to operate, as issued by the ASCMC.

***Section 6 (Club Representatives):*** Shall consist of one representative from each club. Alternate representatives may be appointed to serve in the representative's absence.

***Section 7 (Establishing a Club):*** Any group wishing to be recognized as an active club by CMC shall submit Bylaws and a Constitution and a list of at least three (3) members to the ASCMC Senate, and have a faculty advisor. A charter will be issued on a majority vote of the ASCMC upon approval by the ASCMC of that club's Constitution and Bylaws.

***Section 8 (Club Membership):*** All active clubs shall maintain a minimum of three (3) members. All active clubs shall notify the ASCMC of their membership strength and elected officers within thirty (30) days of the start of each semester. All clubs shall provide the ASCMC Vice President

and Secretary with a monthly report. Failure to comply will result in the suspension of club funds. Reinstatement will be at the discretion of the ASCMC Senate.

## **Article VI: Meetings**

***Section 1 (ASCMC Meetings):*** The ASCMC shall establish its regular meeting schedule at its first meeting of each semester.

***Section 2 (Uniformity):*** All meetings must use agenda and minute templates set forth by the ASCMC.

***Section 3 (Quorum):*** Quorum is a majority (at least 2/3) of filled ASCMC positions. All meetings must meet quorum to operate in adherence to the Brown Act.

## **Article VII Elections:**

***Section 1 (General Election):*** The ASCMC will hold a General Election every spring semester to elect its Officers and Senators. Note: All members of the Student Body have the right to vote in General Elections.

***Section 2 (Special Election):*** The ASCMC will hold a Special Election at its discretion. Special Elections may be called by the President or Advisor to fill vacancies or to change procedures.

***Section 3 (Nominations):*** Nominations shall be open to all students registered at CMC who meet the ASCMC minimum requirements.

***Section 4 (Time Limits):*** Nominations shall be open for no less than one (1) work week and no more than three (3) work weeks. The voting polls will be open for a minimum of two (2) business days and no more than five (5) business days with results to be made public on the school day after the election unless circumstances require otherwise.

## **Article VIII: Finances**

***Section 1 (Budget):*** The budget shall be established by the ASCMC during the first meeting following the reception of the budget. Once established, the budget shall be administered by the

Treasurer with the approval of the Vice President of Student Services or an appropriate administrator.

### **Article IX: Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the ASCMC in all cases in which they are applicable, so long as they are not in contradiction with the ASCMC Constitution, Bylaws, and any special rules of order the ASCMC may adopt.

### **Article X: Initiative, Referendum, and Recall**

***Section 1 (Initiative):*** Members of the ASCMC shall have the power to initiate legislation by means of a petition signed by at least two-thirds (2/3) majority of the ASCMC. The ASCMC Senate will call a special election within two (2) weeks of the filing of a petition. A majority of those voting shall be necessary for passage of an initiative measure.

***Section 2 (Referendum):*** All legislation passed by the ASCMC Senate, except financial measures, may be subject to a referendum vote of the Senate.

Clause 1: A written petition, signed by at least two-thirds (2/3) majority of the ASCMC, must be necessary to request a referendum vote. A special election will be called by the referendum petition. A majority of those voting shall be necessary to pass a referendum measure.

Clause 2: Upon two-thirds (2/3) majority vote of the Senate, a measure may be referred to the CMC student body. A special election will be called within two (2) weeks of the Senate vote. A majority of those voting shall be necessary to pass the referendum measure.

***Section 3 (Recall):*** Any Officer or Senator may be recalled in the following circumstances:

Clause 1: If an Officer or Senator is found to be in violation of any part of the ASCMC Constitution or Bylaws, a one-third (1/3) petition of the ASCMC Senate followed by a two-third (2/3) vote from the Senate is needed to remove.

Clause 2: If a member receives two (2) consecutive unexcused absences in a semester, the ASCMC Senate will initiate a vote in which a two-thirds (2/3) is needed to remove.

Clause 3: If a member receives four (4) total absences in a semester, the ASCMC Senate will initiate a vote in which a two-thirds (2/3) is needed to remove.

### **Article XI Amendments:**

***Section 1 (Constitutional Amendment):*** This Constitution may be amended by a two-thirds (2/3) vote from the ASCMC Senate, provided that notice is given at the prior meeting before the amendment(s) is/are voted on at the subsequent meeting. Following the approval of an amendment(s) by the ASCMC Senate, the amendment(s) must be sent to the Board of Trustees for final approval.

***Section 2 (Bylaw Amendment):*** The Bylaws of the ASCMC may be amended by a two-thirds (2/3) vote from the ASCMC Senate, provided that the amendment(s) has been submitted in writing at the previous meeting. Following the approval of the amendment(s) by the ASCMC Senate, it must be sent to the Board of Trustees for final approval.

***Section 3 (Annual Review):*** The Constitution and Bylaws of the ASCMC shall be reviewed annually by the ASCMC Senate, or as deemed necessary by the ASCMC Advisor after consultation with the ASCMC President and the Vice President of Student Services. This review shall be held to determine the viability of the associated student body and to make appropriate recommendations to the Senate, if needed.

***Section 4 (Review):*** From the date of submission for review and recommendation(s), the Board of Trustees will have sixty (60) days to respond to the amendment(s); otherwise, the proposed Constitution and/or Bylaws will be assumed approved by acclamation.