

**CONSTITUTION OF THE
STUDENT SENATE OF SHASTA COLLEGE
SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT**

**ARTICLE I
NAME, COLORS, AND MASCOT**

- SECTION 1: The name of this association shall be Student Senate of Shasta College.
- SECTION 2: The school colors shall be green and silver.
- SECTION 3: The college mascot shall be the Shasta Knight.

**ARTICLE II
PURPOSE**

The purpose of the Student Senate is to represent the students of Shasta College; to provide a vehicle for shared governance, student input, and participation in the affairs and activities of Shasta College as provided by the Educational Code of the State of California. The Student Senate functions for the good of the students to address concerns and promote policies pertaining to the students of Shasta College and encourage student development, leadership and community service.

**ARTICLE III
MEMBERSHIP**

- SECTION 1: Any student enrolled in a Shasta College credit class is a member of the Associated Student Body.

**ARTICLE IV
STUDENT SENATE**

- SECTION 1: The Student Senate officers shall consist of the following:
- A. President
 - B. Vice President
 - C. Secretary
 - D. Treasurer
 - E. Events and Activities Officer
 - F. Shared Governance Officer
 - G. Public Relations Officer
 - H. Two (2) Representatives for each Academic Division
 - I. Two (2) Representatives for the Tehama Campus
 - J. Two (2) Representatives for the Trinity Campus
 - K. Two (2) Representatives for the Intermountain Campus
 - L. Two (2) Representatives for Administrative Services
 - M. Two (2) Representatives for Student Services

- N. Two (2) Representatives for Academic Affairs
- O. Representative for Sustainability
- P. Representative for Service Learning
- Q. Representative for Textbooks
- R. Regional Representative

SECTION 2: Duties and Responsibilities of:

A. President:

1. Shall be the executive officer of the Student Senate.
2. Shall chair Student Senate meetings.
3. Shall be the student representative to the Board of Trustees pursuant to California Education Code.
4. Shall be responsible for insuring that students are represented pursuant to shared governance provisions.
5. Shall be responsible for providing students opportunities for involvement in extracurricular activities so as to enhance their educational development.
6. Shall appoint students to all committees under the shared governance process.
7. Shall determine the content of the agenda in consultation with the Student Senate Vice President and Faculty Advisor(s).

B. Vice President:

1. Shall represent the President as delegated.
2. Shall assume duties and powers of the President in the absence of that person.
3. Oversee the everyday operations of the Student Senate office.
4. Oversee all committees and their functions.
5. Shall determine the content of the agenda in consultation with the Student Senate President and Faculty Advisor(s).

C. Secretary:

1. Shall keep minutes of the Student Senate meetings and other official Student Senate Business.
2. Shall keep on file all committee reports.
3. Shall maintain the official list of Student Senate committees and their membership.
4. Shall prepare and post copies of agenda and minutes for all members 72 hours prior to the Student Senate weekly meeting time.

D. Treasurer:

1. Shall maintain official financial records and keep the students apprised of the financial status of the Student Senate.
2. Shall process fiscal documents pursuant to established Student Senate procedures.

3. Shall attend and participate in annual budget development.
 4. Shall provide the Student Senate a monthly finance report on expenditures.
- E. Events and Activities Officer:
1. Shall work with appropriate college staff to create, develop and promote events and activities.
 2. Shall form and chair the Events and Activities committees.
 3. Shall maintain an events and activities calendar for each semester.
 4. Shall coordinate with the Public Relations Officer to promote events and activities.
 5. Shall maintain all documentation and records pertaining to Student Senate events and activities.
- F. Shared Governance Officer:
1. Shall be responsible for involving students in shared governance.
 2. Shall communicate to the student body as a whole of issues and actions of the various college committees.
 3. Shall form and chair committees related to shared governance.
 4. Shall work with appropriate staff to create, develop and promote events and activities related to shared governance.
- G. Public Relations Officer:
1. Shall represent and promote the Student Senate to the college community and community at large.
 2. Shall act as a liaison between the Student Senate and the Shasta College newspaper, The Lance, and various media.
 3. Shall, upon request, publicize various on-campus events.
 4. Shall act as a liaison between the Student Senate and all approved clubs.
 5. Shall act to promote club activities on campus as well as in the community.
- H. Representatives for the Academic Divisions, Administrative Services, Student Services and Academic Affairs:
1. Shall represent student interest with respect to each specific Division.
 2. Shall create and submit reports to the Secretary of all attended division meetings.
- I. Representatives for the Tehama, Trinity, and Intermountain Campuses.
1. Shall represent student interest within the Tehama, Trinity, and Intermountain Campuses of Shasta College.
 2. Shall create and submit reports to the Secretary of all attended division meetings.

- J. Representative for Sustainability
1. Shall serve on the Shasta College Sustainability Committee.
 2. Shall actively recruit volunteers for sustainability projects as outlined by the Shasta College Sustainability Committee.
 3. Shall advocate for sustainability projects and events on campus and in the community.
 4. Shall act as liaison for the Student Senate and with the college and community at large.
- K. Representative for Service Learning
1. Shall serve on the Shasta College Service Learning Committee.
 2. Shall participate in campus and community service learning education campaigns as outlined by the Shasta College Service Learning Committee.
 3. Shall advocate for service learning events and education on campus and in the community.
 4. Shall act as liaison for the Student Senate and with the college and community at large.
- L. Representative for Textbooks
1. Shall serve on the Shasta College Textbook Committee.
 2. Shall participate in textbook related events and programs as outlined by the Shasta College Textbook Committee.
 3. Shall advocate for increased student access to textbooks on campus and in the community.
 4. Shall act as liaison for the Student Senate with the college and community at large.
- M. Regional Representative
1. Shall serve as the Shasta College Representative and voting delegate at all Regional Meetings.
 2. Shall serve as the Shasta College Representative and voting delegate at all attended State Conferences and functions.
 3. Shall act as point-of-contact for Regional Senators, Representatives and Statewide Student Senate officials, and report on activities and issues affecting Shasta College, its student body, and Region 1 at the regional and state level.

ARTICLE V STUDENT SENATE

SECTION 1: Collectively, officers and representatives shall comprise the Student Senate.

- SECTION 2: Each member of the Student Senate will have one vote except for the President who may vote only in case of a tie.
- SECTION 3: All measures for Student Senate action must be introduced by the Student Senate members and must be placed on the board agenda.
- SECTION 4: The Student Senate shall act by a simple majority vote, unless otherwise stated in this Constitution.
- SECTION 5: All measures approved by the Student Senate become effective within five (5) days if not signed or vetoed by the President. When the veto is exercised, the President must so inform the Student Senate at its next meeting and provide justification for the action.
- SECTION 6: Powers and Duties of Student Senate:
- CLAUSE 1: Shall have the power to approve or disapprove by a simple majority vote, all appointments by the President.
- CLAUSE 2: Shall approve or disapprove all appropriations of Student Senate funds including the annual budget.
- CLAUSE 3: Shall have the power to override the President's veto by a two-thirds (2/3) vote.
- CLAUSE 4: Shall by a two-thirds (2/3) vote, adopt, amend and/or repeal the Student Senate policies.
- CLAUSE 5: Shall represent the college and students by using integrity, honesty, and respect.

ARTICLE VI MEETINGS AND QUORUMS

- SECTION 1: The meetings of the Student Senate shall be governed by Robert's Rules of Order, Newly Revised, except in those cases that are in conflict with this Constitution at which times the Constitution shall prevail.
- SECTION 2: A quorum at regular or special meetings of the Student Senate shall consist of one-third (1/3) plus one of the Student Senate members excluding vacancies.

ARTICLE VII COUNCILS

- SECTION 1: Members of these committees will help create, develop and promote activities as directed by the Student Senate and coordinate in cooperation with appropriate college administration and offices.

**ARTICLE VIII
QUALIFICATIONS FOR ELECTED/APPOINTED OFFICERS**

- SECTION 1: All Student Senate Officers shall be elected by the general student body.
- SUBSECTION A: Qualifications:
- CLAUSE 1: No person can run for more than one (1) office in any election, and no person can hold more than one (1) office, elected or appointed, at any time.
- CLAUSE 2: All officers shall have a cumulative and semester G.P.A. of 2.0 or more for the term of office and when applying for candidacy, and be enrolled at Shasta College in at least six (6) units at the time of election and during the term of office.
- CLAUSE 3: Candidates for President and Vice President must have accumulated fifteen (15) units. Consideration will be given to College Connection students who do not meet the accumulated 15 unit requirement if they were involved in their high school's student government prior to enrollment at Shasta College.
- CLAUSE 4: A student shall be ineligible to serve if on academic probation or progress probation and their cumulative grade point average is below a 2.0.

**ARTICLE IX
QUALIFICATIONS FOR APPOINTED REPRESENTATIVES**

- SECTION 1: All Student Senate Representatives shall be appointed by the Student Senate President and confirmed by a majority of the Student Senate members.
- SUBSECTION A: Qualifications:
- CLAUSE 1: No person can hold more than one (1) position, elected or appointed, at any time.
- CLAUSE 2: All Representatives shall have a cumulative and semester G.P.A. of 2.0 or more for the term of office and when applying for the position, and be enrolled at Shasta College in at least six (6) units at the time of appointment and during the term of office.
- CLAUSE 3: A student shall be ineligible to serve if on academic probation or progress probation and their cumulative grade point average is below a 2.0.

ARTICLE X

ELECTIONS, VACANCIES AND TERM OF OFFICE

- SECTION 1:** Elections:
- CLAUSE 1:** Student Senate members listed in Article IV, Section I, A through O, shall be elected at least ten (10) school days before the end of the spring semester and assume the duties of office on the first day of the summer session following the spring election. Officers described in A through O of that Section shall be elected no later than twenty (20) school days into the fall semester.
- CLAUSE 2:** The candidates who receive the highest number of votes of the total number of candidates running will be elected.
- SECTION 2:** Vacancies:
- CLAUSE 1:** Officer positions, which are not filled at an election or subsequently become vacant, shall be appointed by the Student Body President, subject to the confirmation by majority vote of the Student Senate. Representatives must be voted in by a majority vote of all members present at a meeting.
- CLAUSE 2:** If the office of President becomes vacant, the Vice President will assume the duties of the position. If there is no Vice President, a special election will be held.
- SECTION 3:** Procedures:
- CLAUSE 1:** The policies of the Student Senate may contain procedures for the swearing of officers, for the manner in which election is held and any other procedures necessary to implement this Constitution.

ARTICLE XI AMENDMENTS

- SECTION 1:** Amendments:
- CLAUSE 1:** The Constitution may be amended by a two-third (2/3) vote of the Student Senate members present for the vote.
- CLAUSE 2:** The proposed amendment must be posted in a conspicuous place at least ten (10) school days prior to the vote.
- SECTION 2:** Initiation of Amendments:
- CLAUSE 1:** May be proposed by a three-fourths (3/4) vote of the Student Senate.

CLAUSE 2: May be proposed by a written request of five percent (5%) of the current membership of the student body.

**ARTICLE XII
ENABLING CLAUSE**

SECTION 1: Constitution:

CLAUSE 1: This Constitution shall be in effect when it has been ratified by a two-third (2/3) vote of the Student Senate members present for the vote.

SECTION 2: Policies:

CLAUSE 1: The Student Senate policies will become effective when they have been approved and adopted by a two-third (2/3) vote of the Student Senate.

Revised 9-95
Adopted 10-4-95
Amended 5-6-98
sjvn
First revision 02-23-06
Second revision 03-06-06
Third revision 03-07-06
jab
Fourth revision 03-21-06
Adopted without strike throughs and red 09-19-08

First Revision 10/17/08 jls
Second Revision 10/23/08 jls
Third Revision 10/21/08 jls
Fourth Revision 02/20/09 jls
Final Read Through 02/27/09 jls
Adopted 03/06/09 jls

First Revision 09/25/09
Adopted 10/09/09 jls