

STUDENT SENATE CONSTITUTION

NEOSHO COUNTY COMMUNITY COLLEGE

As amended on February 24, 2010

PREAMBLE

We, the students of Neosho County Community College, in order to conduct our governing body more wisely, promote a closer relationship between students and faculty, foster higher ideals and standards of conduct, provide a forum for student expression, and promote better group social life, do decide to establish this constitution for the good of the students of Neosho County Community College.

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ARTICLE I: ORGANIZATION

SECTION 1: The name of this organization will be the Student Senate.

SECTION 2: The membership of the Student Senate will consist of
(1) A President.
(2) A Vice President
(3) A Secretary-Treasurer
(4) Four Senators; two from the Sophomore Class and two from the Freshman Class.
(5) One Representative from each qualified student organization.

SECTION 3: The President, Vice-President, and Secretary-Treasurer will constitute the Executive Committee.

SECTION 4: Faculty Advisors will be appointed by the Dean of Student Services, subject to a 2/3 vote of the Student Senate.

SECTION 5: A quorum of the Student Senate is necessary to conduct official business. A quorum will consist of a simple majority of the membership, plus one faculty advisor.

SECTION 6: The time and place for regular meetings will be determined by the President, subject to the approval of the Student Senate.

SECTION 7: Special meetings may be called by the President.

SECTION 8: In all matters not specifically expressed in the constitution, parliamentary authority will follow Robert's Rules of Order, Revised.

SECTION 9: Financing will be from the Student Incidental Fee, and from special projects approved by the Student Senate.

ARTICLE II: POWERS AND DUTIES

- SECTION 1:** The powers and duties of the Student Senate are
- (1) Promote and regulate conduct within its sphere of student jurisdiction.
 - (2) Be represented on all committees within its sphere of authority.
 - (3) Serve as the final authority for all at-large college elections.
 - (4) Approve the establishment of any temporary or permanent student organization.
 - (5) Grant charters to organizations subject to the jurisdiction of the Student Senate.
 - (6) Serve as administrator for all social programs of the college and for all funds allotted for that purpose.
- SECTION 2:** The powers and duties of the Executive Committee are
- (1) See that requirements for continued Student Senate membership are met by officers and organizations.
 - (2) Establish procedures for conducting at-large college elections, subject to Student Senate approval.
 - (3) Consider special topics for the Student Senate agenda
 - (4) Serve in an advisory capacity to the President of the college when requested.
- SECTION 3:** The powers and duties of the Presidents are
- (1) Preside at meetings of the Student Senate.
 - (2) Serve as Chairman of the Executive Committee.
 - (3) Appoint those committees not otherwise provided for.
 - (4) Carry out instructions given by the Student Senate.
 - (5) Serve as the student representative to the Kansas Association of Community Colleges.
 - (6) Perform those duties customarily pertaining to the office of President, and those duties set forth elsewhere in this constitution.
 - (7) Attend the Executive Committee meeting as called by the President of Neosho County Community College.
- SECTION 4:** The powers and duties of the Vice President are
- (1) Preside in the absence of the President.
 - (2) Assume the Presidency in the manner set forth in this constitution.
 - (3) Serve as an aid to the President.

- (4) Carry out instructions given by the Student Senate. Attend any necessary meeting that the President is unable to attend.

SECTION 5:

The duties of the Secretary-Treasurer are

- (1) Keep record of Student Senate proceedings.
- (2) Keep a record of attendance.
- (3) Render an account of receipts and expenditures as requested by the Student Senate.
- (4) Pay bills authorized by the Student Senate.
- (5) Conduct correspondence requested by the President.
- (6) Post approved minutes of all meetings.
- (7) Maintain a permanent file on all Student Senate proceedings.
- (8) Carry out instructions given by the Student Senate.
- (9) Attend any necessary meetings that either the President or his/her designee cannot attend.

SECTION 6:

The duties of Senator are

- (1) Represent the student body at-large members of the Student Senate.
- (2) Carry out instructions given by the Student Senate.

SECTION 7:

The duties of Representatives are

- (1) Represent their organizations as members of the Student Senate.
- (2) Carry out instructions given by the Student Senate.

SECTION 8:

The provisions of Article II will not be construed as to deny other powers and duties listed elsewhere in this constitution.

ARTICLE III: ORGANIZATIONAL MEMBERSHIP

- SECTION 1:** Any organization seeking membership on the Student Senate must meet these qualifications.
- (1) The organization must consist of students enrolled at Neosho County Community College.
 - (2) The organization must have at least one faculty advisor or sponsor.
 - (3) The organization must hold regular meetings on an average of once a month.
 - (4) The organization must have sufficient membership to elect at least three separate officers.
 - (5) The organization must have a written constitution.
 - (6) The organization must initiate the procedures for obtaining membership.
- SECTION 2:** The procedures for obtaining membership are
- (1) The organization must submit a copy of its constitution at a regular meeting of the Student Senate.
 - (2) At the following meeting of the Student Senate the organization will provide at least one member to answer questions pertaining to its proposed constitution.
 - (3) Changes in the proposed constitution may be requested by the Student Senate.
 - (4) A final draft of the written constitution will then be submitted for Student Senate approval.
- SECTION 3:** The granting of membership to any organization requires the approval of 2/3 of the Student Senate.
- SECTION 4:** No part of an organization's constitution may conflict with that of the Student Senate.
- SECTION 5:** Membership on the Student Senate will be effective at the first regular meeting following Student Senate approval of the organization's constitution.
- SECTION 6:** Constitutional changes by organizations must be approved by the Student Senate following Student Senate approval of the organization's constitution.
- SECTION 7:** A copy of the organization's constitution must be on file with the Student Senate. Additional copies may be requested by the Student Senate.

SECTION 8: An organization which fails to maintain the qualifications of membership will lose its voting privileges on the Student Senate. Written notification of its changes in status will be provided by the Executive Committee of the Student Senate.

SECTION 9: An organization may re-establish its qualified status by complying with the provision in Article III, Section 1.

SECTION 10: An organization is entitled to one vote on the Student Senate. That vote is cast by its official Representatives.

SECTION 11: An organization may select an alternate Representative to serve as its voting member in the absence of its official Representative. The alternate must meet the same qualifications as a regular member of the Student Senate.

ARTICLE IV: SPRING STUDENT SENATE ELECTIONS

SECTION 1: The Spring Student Senate Election will be held on the third Monday in April.

SECTION 2: Candidates for office will be selected by the petition method.

SECTION 3: Offices to be petitioned are
 (1) A President who meets the requirements of being a sophomore by the start of the fall semester.
 (2) A Secretary-Treasurer who meets the requirements of being a sophomore by the start of the fall semester.
 (3) Two Senators who meet the requirements of being sophomores by the start of the fall semester.

SECTION 4: To qualify as a candidate for office, a student
 (1) Must be enrolled in 10 or more credit hours.
 (2) Must have a grade point average of 2.0 or better.
 (3) Must submit a petition of nomination signed by no less than 25 students.

SECTION 5: The petition of nomination must be returned no later than the second Monday in April in order for the candidate's name to appear on the official ballot. Students submitting late petitions may run as write-in candidates.

SECTION 6: Election to office requires a simple majority of the votes cast. If no candidates receive a simple majority of the votes cast, than a runoff election between the two highest candidates will be held on the first Monday in May.

SECTION 7: Should no student file for an office of the Student Senate, or should the office become vacant between the spring and fall semesters, then the election to office will be held during the regular Fall Student Senate Election.

SECTION 8: Should no President be elected during the spring semester, then the outgoing President will appoint an interim committee to serve in this capacity during the summer and to conduct the regular Fall Student Senate Election.

SECTION 9: The term of office for the President will begin on the final day of the spring semester. The term of office for the two Sophomore Senators will begin on the first day of the fall semester.

SECTION 10: Elected officers are at-large members of the Student Senate, elected by the student body as a whole.

ARTICLE V: FALL STUDENT SENATE ELECTION

SECTION 1: The Fall Student Senate Election will be held on the second Monday in September.

SECTION 2: Candidates for office will be selected by the petition method.

SECTION 3: Offices to be petitioned are
(1) A Vice President selected from the incoming Freshman Class.
(2) Two Senators selected from the Freshman Class.

SECTION 4: To qualify as a candidate for office a student
(1) Must be enrolled in 10 or more credit hours.
(2) Must have grade point average of 2.0 or better
(3) Must submit a petition of nomination signed by no less than 25 students.

SECTION 5: The petition of nomination must be returned no later than the first Friday in September in September in order for the candidate's name to appear on the official ballot. Students submitting late petitions may run as write-in candidates.

SECTION 6: Election to office requires a simple majority of the votes cast. If no candidate receives a simple majority of the votes cast, then a runoff election between the two highest candidates will be held on the fourth Monday in September.

SECTION 7: Should no student file for an office of the Student Senate, then the President will appoint a student to serve in that office with 2/3 approval of the existing Student Senate.

SECTION 8: Elected officers are at-large members of the Student Senate, elected by the student body as a whole.

ARTICLE VI: CONTINUED MEMEBERSHIP

- SECTION 1: All members of the Student Senate must meet requirements for continued membership. The requirements are
- (1) Currently enrolled in 10 or more credit hours.
 - (2) Maintain a college grade point average of 2.0 or better.
 - (3) Maintain regular attendance at Student Senate meetings. Regular attendance is defined as no more than three absences from regularly scheduled Student Senate meetings.
 - (4) Be in good standing with the college. Good standing is defined as not on “probation” with the college.
- SECTION 2: Members elected by the student body who fail to meet the requirements for continued membership will be removed from office upon notification by the Executive Committee.
- SECTION 3: Representatives who fail to meet the requirements for continued membership will be removed from office by their respective organizations upon notification by the Executive Committee.
- SECTION 4: A Representative may not be selected from the at-large membership of the Student Senate.
- SECTION 5: A Representative may not serve more than one organization.
- SECTION 6: A member of the Student Senate may not serve as the presiding officer of an organization holding membership on the Student Senate.

ARTICLE VII: REMOVAL FROM OFFICE

- SECTION 1:** At-large officers of the Student Senate may be removed from office through the impeachment procedure.
- (1) Impeachment will be initiated at the request of at least 20 percent of the student body.
 - (2) The Student Senate, upon receipt of the petition, will determine if the request for impeachment is valid.
 - (3) If the request for impeachment is valid, then the Student Senate will call a general assembly of the student body to judge the impeachment charges.
 - (4) The general assembly will be held within 7 days of Student Senate validation of the request for impeachment, and will be presided over by the Dean of Student Services.
 - (5) If impeachment charges are judged valid by 2/3 vote of the student body, then the office will be declared vacant.
- SECTION 2:** The procedures for conducting the general assembly will be the responsibility of the Student Senate.
- SECTION 3:** Charges requesting the removal of a Representative may be initiated by a 2/3 vote of the Student Senate.
- (1) The Executive Committee is responsible for presenting the charges for removal at a meeting of the membership of the organization.
 - (2) A member of the faculty, selected by the Dean of Student Services, will preside at the meeting.
 - (3) If the charges are judged valid by the membership of the organization, then the office will be declared vacant.
- SECTION 4:** An organization may remove its Representative from office by submitting written notification of said removal to the Student Senate. The procedures for removal must be provided for in the constitution of the organization.

ARTICLE VIII: PROCEDURES FOR FILLING VACANCIES

SECTION 1: Should the office of President become vacant, then the following procedures apply.

- (1) Should the vacancy occur during the first 14 weeks of the fall semester, then a special election will be called to select a new President.
- (2) The special election will be subject to the provisions of Article IV, and will be conducted within two weeks of the office becoming vacant.
- (3) Should a President not be selected through the special election, then the office will be assumed by the Vice President of the Student Senate.
- (4) Should the vacancy in the office of President occur after the first 14 weeks of the fall semester, then the office will be assumed by the Vice President.

SECTION 2: Should the office of Vice President become vacant, then the following procedures apply.

- (1) Should the office become vacant because the current Vice President has assumed the Presidency, then the Sophomore Senator receiving the greatest number of votes in the previous spring election will assume the office of Vice President. A new Sophomore Senator will be appointed by the President with the approval of the Student Senate.
- (2) Should the office become vacant for any other reason, then the Freshman Senator receiving the greatest number of votes in the fall election will assume the office of Vice President. A new Freshman Senator will be appointed by the President with the approval of the Student Senate.

SECTION 3: Should the office of Secretary-Treasurer become vacant, then a new Secretary-Treasurer will be selected by the Student Senate from its own membership.

SECTION 4: Should the office of Senator become vacant, then a new Senator will be appointed by the President with the approval of the Student Senate.

SECTION 5: Representative vacancies will be filled by their respective organizations.

SECTION 6: Should a vacancy occur in the office of Vice President, Secretary-treasurer, or Senator within the first 4 weeks of the fall semester, then a special election will be held to select the new officer if requested by at least 15 percent of the student body. A petition requesting a special election must be presented to the Student Senate within 7 days of the notification of vacancy.

ARTICLE IX: THE AMENDMENT PROCEDURE

SECTION 1: A constitutional amendment may be proposed by at least 15 percent of the student body, or proposed by a 2/3 vote of the Student Senate.

SECTION 2: A proposed amendment must be submitted at a regular meeting of the Student Senate. Student Senate consideration must be given at the next regular meeting.

SECTION 3: If the proposed amendment qualifies under Article IX, Section 1, then a special election will be held within 7 days of official posting by the Student Senate.

SECTION 4: The special election will be conducted by the Executive Committee with the approval of the Student Senate.

SECTION 5: The proposed amendment is subject to a 2/3 approval of voting ballots.

SECTION 6: The approved amendment becomes effective following official posting of the election results.

SECTION 7: Only one special election for amendment purposes may be held each semester.

SECTION 8: No more than three amendments may be proposed for any one election.

ARTICLE X: INITIATIVE AND REFERENDUM

SECTION 1: The Student Senate must consider any measure within its jurisdiction requested by at least 10 percent of the student body.

SECTION 2: Should the Student Senate reject the measure, then a special election for student body consideration may be requested by at least 15 percent of the student body.

SECTION 3: Approval of the measure requires a simple majority of the student body.

SECTION 4: A measure approved by the student body takes precedence over Student Senate action within the limits set forth in this constitution.

ARTICLE XI: DEFINITIONS

- A) **STUDENT**
A person enrolled in 1 or more credit hour classes.
- B) **FULL-TIME STUDENT**
A person enrolled in the amount of credit hours as set forth by the Registrar to meet the requirements as a full-time student.
- C) **FRESHMAN**
A person who meets the requirements as set forth by the Registrar as a Freshman.
- D) **SOPHOMORE**
A person who meets the requirements as set forth by the Registrar as a Sophomore.