

MASSASOIT COMMUNITY COLLEGE
STUDENT ASSOCIATION CONSTITUTION
as amended 04/28/2015

Article 1: Name

This student body shall be known as the Student Association of Massasoit Community College. The Student Association shall herein be referred to as "the Association" throughout the constitution.

Article 2: Purpose

The purpose of The Student Association shall be to represent and further the interest of the student body; to encourage self-governance; to promote responsibility and cooperation between students, faculty, and administration.

Article 3: Membership

Membership in the Student Association is automatically granted to all students. The Student Association shall be comprised of all students paying designated college Fees.

Article 4: Student Senate

Section I:

1. The Student Senate shall formally be known as the Student Government Association.
2. The Student Senate shall act as the only legislative body of the Association and shall serve as a means through which members of the Association may present legislation, ideas and suggestions.
3. The Student Senate shall herein be referred to as "the Senate" throughout this constitution.

Section II:

The Senate shall consist of twenty-seven (27) members: eight (8) sophomore day students, six (6) freshmen day students, four (4) evening students, two (2) matriculated part-time students, six (6) Canton students, and one (1) Student Trustee. However, in the event that these twenty-seven (27) seats are not filled accordingly, then any qualified student may fill these vacant positions, regardless of the student's classification or which seat he or she may occupy.

Section III:

1. All Senate members must have and maintain a cumulative average of 2.50 or better. If a Senate member's cumulative average falls below 2.50 after being elected, then he or she has one (1) full semester to bring his/her cumulative average to 2.50 or better.
2. No Student Senate member may have a cumulative average lower than a 2.0. If a member's cumulative average falls below a 2.0, then that member will automatically be dismissed.
3. A Senator may serve up to eight (8) semesters as long as he/she meets all other qualifications for membership.
4. An exception to the eight (8) semester limit would be considered for any returning student that has been out of school for a period of five years or longer.
5. The term of a Student Senator shall be one academic year, effective from fall elections until the election of the next academic year's Senate or Senator's graduation or withdrawal from school.
6. The cumulative grade point average requirements do not apply to first semester freshmen students or students returning to school from a period of five (5) years or longer.
7. Any student placed on disciplinary probation is not eligible to serve on the Senate during that probationary period.

Section IV:

Senate members must place the Senate meetings and activities above all clubs and activities with the exception of academics, provided the senator makes every effort to schedule classes around Senate meetings.

Section V:

Officers shall be elected by and from the Senate.

Section VI:

1. A quorum of the Senate shall consist of fifty percent plus one.

2. All meetings of the Senate are open to members of the Association, as well as faculty and staff of the College. Senate meetings, however, may go into a closed executive session with a simple majority vote.
3. In anticipation of a quorum, Senate members shall wait no longer than 15 minutes after the established meeting time.
4. No votes shall be cast without a quorum.
5. Any Senate member with two unexcused absences will be subject to review by the Senate.
6. In the event of an absence, a student must notify an advisor or the President to the Senate at least one half hour before the Senate meeting with a reasonable excuse. An advisor or President shall determine whether the absence shall be excused or non-excused.

Section VII:

1. Regular meetings of the Senate shall be held once a week at a time and place to be specified at the first meeting of each semester.
2. The President of the Senate may call an unscheduled meeting with notice of 24 hours.
3. The Officers of the Senate may opt to hold Officer's meetings in order to promote a higher level of organization.
4. Each Senate member shall have one vote except the chairperson, and he/she shall vote in the event of a tie.

Article 5: Officers

Section I:

1. The officers of the Senate shall be: President, Vice President, Secretary, Treasurer, Under Secretary and Club Coordinator.
2. The term of office for all officers shall be no more than a total of four (4) semesters.

Section II: Duties:

President

1. The President shall preside over all meetings of the Senate.
2. He/she shall vote only in the event of a tie.
3. It shall be the duty of the President to assure that all the articles of this constitution are carried out to its fullest extent.
4. The President shall make emergency decisions only if a meeting of the Senate cannot be called. Such decisions must be placed on the agenda of the following meeting for review.
5. All appointments designated to be made by the President are subject to review by the Senate.
6. The President of the Senate shall represent the Student Association at official college ceremonies and upon other occasions where such representation is appropriate.
7. The President shall be a member ex-officio of all committees.

Vice President:

1. In the absence of the President, the Vice President shall carry out the duties of the President and assume all powers and responsibilities of the President, together with his/her normal duties, powers, and responsibilities, except as otherwise provided.
2. The Vice President shall be a member ex-officio of all committees.
3. The Vice President shall vote only in case of a tie when taking the place of the President.

Secretary:

1. The Secretary shall keep accurate minutes and attendance of the Senate meetings and shall carry out all correspondence necessary to the Senate.
2. The minutes shall note attendance of the Senate meeting and record all motions and decisions of the meeting.
3. The minutes shall not be altered except at a recognized Senate meeting.
4. The Secretary shall appoint an Under Secretary within two (2) weeks of his/her election. If an appointment is not made within two weeks, an Under Secretary will be voted on by the Senate.
5. The minutes shall be distributed to the Senate, electronically, 48 hours prior to the next scheduled meeting.

Treasurer:

1. The Treasurer shall keep records of accounts of the Association, Senate, and clubs/activities.
2. The Treasurer shall render a budget as proposed by the Budget Committee to the Senate for approval by the first week in April.

3. It shall be the duty of the Treasurer to keep records of all budget requests and budget approvals of the various student organizations.
4. The Treasurer shall render a financial report at each regular Senate meeting.

Under Secretary:

1. The Under Secretary acts as an aide to the secretary who may delegate any responsibilities he/she deems necessary. Responsibilities may include, but are not limited to, publicity, maintaining the bulletin board, and correspondence.
2. In the absence of the Secretary, the Under Secretary shall carry out the duties of the Secretary and assume all powers and responsibilities of the Secretary.

Club Coordinator

Section I:

1. The Club Coordinator is the official connection between the clubs and the Student Senate.
2. It is the duty of the Club Coordinator to document receipt of official club paperwork and notify the Senate when a club is eligible to be recognized.
3. He/she will assign Senators as liaisons to each club.

Section II:

1. The Club Coordinator shall insure that all clubs and organizations keep updated records of club, membership, Chairperson, advisors, constitution, minutes of meetings, and regular financial reports.
2. The Club Coordinator shall submit complete club records to the Senate for approval.
3. This process shall be concluded by the sixth (6th) week of each succeeding semester.
4. The approved records shall be kept in the Student Life Office.

Section III:

1. The Chairperson of all clubs and organizations shall be chosen by each individual club or organization which shall be submitted by the 4th week of each semester to the Club Coordinator, and s/he shall submit such a selection to the Senate for review.
2. The club or organization shall have the right to select its own advisor whose name will be submitted by the fourth (4th) week of each semester to the Club Coordinator, which shall submit such a selection to the Senate for review. If the Club Coordinator deems necessary, it may continue to recommend clubs and organization's requests after the fourth (4th) week.
3. A simple majority by the Senate suffices to confirm or reject selections of constitutions, chairperson, and advisor.
4. Clubs shall submit to the Club Coordinator, on a regular basis, minutes of all their meetings and financial statements, and shall follow the guidelines and criteria as set up by the Club Coordinator.
5. Any student, club or organization may present its case before the Senate when it believes it has not been given just treatment.

Section IV:

Suggestions and recommendations by the Club Coordinator to the Senate are encouraged on all related matters concerning its duties.

Article 6: Vacancies

Section I:

In the event of a resignation or removal of any Senate Officer, the Senate must hold an election for that position. Said election must be held within one (1) week of the vacancy.

Section II:

Vacancies on the Senate will be filled by the following procedure:

1. The Senate will post notice of Senate vacancies on the Student Bulletin Board on both the Brockton and Canton Campus for a period of no less than two (2) weeks.
2. All students desirous of joining the Senate shall apply for admission directly to the Director of Student Life by submitting nomination papers with all the proper signatures.
3. Following the two (2) week notice of vacancy, and during the next session of the Senate, the collective Senate will hear all nominations and meet with all candidates who have met the requirements stated in ARTICLE 4, Section III, herein.
4. The meeting will then enter closed session, and a vote will be taken on each candidate. The successful candidate will be contacted prior to the next scheduled Student Senate meeting (to allow time for the Registrar's office to verify eligibility) at which time he/she shall assume the duties of a Senate member.
5. In the event of several candidates applying for a single vacancy, the candidate with the greatest number of votes shall fill the vacancy.

Article 7: Dismissal

Section I:

The Senate shall have the right to expel, by means of a closed session vote, any member of its comprised body, with a 4/5 quorum of all members present, if that member is not serving the Association's best interest as determined by evidence presented at said meeting.

Section II:

Any Senate Member facing dismissal must receive written notice seventy-two (72) hours prior to the Senate Meeting at which the vote for dismissal is to be taken. At this time he or she may answer to the charges for said dismissal.

Section III:

Dismissal shall occur upon a 3/4 vote of the Senate, and the Senator facing dismissal will be notified of the outcome of said vote in writing.

Article 8: Funds

The funds accruing to the Senate from any source shall be expended according to the following apportionment:

1. Ninety-five percent (95%) of all funds collected shall be available for the budgetary requirements of general activities and co-curricular clubs of interest to the student groups.
2. There shall be allotted a Contingency Fund of five percent (5%) of the Student Funds that shall be used upon a majority vote of the Senate, with the Senate President or designee in attendance.
3. The Senate may transfer funds from a defunct club of at least 2 years into the Consortium Fund. This money will be allocated for events held at Massasoit Community College that enhance Massasoit campus life. This money will be distributed each semester by the Student Senate through an application process.

Article 9: Procedure of Allocation

Section I:

1. The Treasurer of the Senate or his or her Senate Designee shall disperse only the funds approved by the Senate.
2. The President of the College or his/her designee must cosign all vouchers, checks and disbursements.

Article 10: Student Clubs and Organizations

Section I:

The Senate shall assist any group of ten (10) or more students to form a club or organization.

Section II:

A college recognized club or organization is comprised of a constitution, at least 15 members, an advisor, and active members who submit monthly reports to the Senate.

Section III:

There shall be no expenditure for a club or activity unless that club or activity has an approved constitution and an active membership and has met the criteria established by the Coordination Committee.

Section IV:

All campus clubs and activities must submit paperwork to the coordination committee by the 4th week of a semester in order to be a recognized club/organization for the remainder of the fiscal year. Clubs not recognized by the 4th week of classes are subject to having their funds and accounts frozen until recognition or a vote from the Senate to unfreeze said funds and accounts.

Article 11: Student/Faculty Judiciary Council

Section I:

1. There shall be a Student/Faculty Judiciary Council which shall rule on all matters of conflict and interpretation of this Constitution.
2. The Student/Faculty Judiciary Council shall rule on student disciplinary actions.
3. The Student/Faculty Judiciary Council shall act as a judiciary body where necessary.

Section II:

1. Student/Faculty Judiciary Council shall consist of the following: two (2) members of the faculty to be selected by the faculty, two (2) members of the College Administration to be selected by the President of the College, the President of the Student Senate, and the Vice President of Student Services and Enrollment Management or his/her designee.
2. The President of the College shall be a member ex-officio of the Student/Faculty Judiciary Council and will review its recommendations where necessary.
3. All members of the Student/Faculty Judiciary Council shall cast one vote.
4. A majority vote shall carry all measures.

Section III

The Student/Faculty Judiciary Council shall be established by the Student Senate President.

Article 12: Student Senate Advisors

There shall be two (2) advisors. The first advisor shall be the Director of Student Life who shall attend all meetings of the Student Senate. The second advisor shall be appointed by the first and shall assume the director's responsibilities in case the Director of Student Life is absent.

Article 13: Amendments

Section I:

Any proposed amendments to the Laws of this Constitution must be found in order and purposeful by a 2/3 vote of the Senate. After passing the Senate, the amendment shall be presented in the form of a referendum to the student body. A 2/3 affirmative vote of the students present and voting shall automatically make the proposal an amendment to this Constitution.

Section II:

Any student may propose an amendment to the Constitution of the Association to the Senate.

Article 14: Amendments to the By-Laws

Amendments to the By-Laws must be approved by a 2/3 vote of the Student Senate to become effective.

By-Laws to the Constitution...

Article 1: Elections

Section I:

Senate elections shall be conducted by the Election Committee by the fifth (5th) week after the beginning of the fall semester.

- a. On the first week, nomination papers will be available to candidates. Twenty-five valid signatures shall be required for nomination.
- b. The election shall be held before the fifth week.

Section II:

1. The President shall be elected from Senate by secret ballot. Candidates for President must have served as a Senator for the majority of one (1) semester.
2. The President and all other officers shall be elected after the fall Senate elections (and Spring if necessary).

Section III

All officers shall be elected by the sixth week of classes.

Section IV:

In the event of a special election, the Senate will vote to fill the respective vacant offices. A special election is one that occurs during a school year that is prompted by a vacancy of a Senate seat.

Article 2: Election Committee

Section I:

A committee shall be appointed by the Director of Student Life to supervise and arrange all details of the election of the Senate members.

Section II

This committee must be appointed at least four weeks prior to the election.

Section III:

No member of this committee may be a candidate in the election to be held.

Section IV:

Details of the election not covered in the Constitution or By-Laws shall be at the discretion of the Election Committee subject to approval by the Senate.

Section V:

All elections shall be held by secret ballot and supervised by the Vice President of Student Services and Enrollment Management.

Article 3: Expenditures

Section I:

The Senate shall be consulted on any and all contracts with the College for services over which the Senate has jurisdiction. Representatives, namely the President of the Senate the Treasurer and one Senator, must be given the opportunity to attend said contract negotiations.

Section II:

Advisors to campus clubs or organizations shall not receive payment solely for their position as advisor unless specific situations warrant Senate approval.

Article 4: Budget Committee

Section I:

1. The Senate Treasurer shall be the Chairperson of this Committee.
2. The President of the Senate shall appoint this standing committee. Membership may consist of Senators or a combination of Senators and members of the Association.

Section II:

1. The Committee should consist of at least five (5) members, including the Senate President and Vice President who are members ex-officio of this committee.
2. The membership of this Committee should always be an odd number.
3. This committee should be chosen and empowered on or before March 1 of each year.
4. The recommended budget shall be submitted to the Senate for a vote on or before the first Senate meeting in May of each year.

Section III:

1. The Committee Chairperson shall appoint a Secretary for the Committee.
2. The Secretary shall be responsible for notifying clubs to submit their proposed budgets, for keeping accurate minutes of their meetings and for typing up the budget for submission to the Senate.
3. The Secretary shall be responsible for notifying clubs of the final budget recommendations after authorization has been completed by the Vice President of Student Services and Enrollment Management and the College President.

Section IV:

1. All members shall have voting privileges on this Committee including the Senate President and Vice President.
2. A quorum will consist of 50% plus one of the Committee's membership.

Article 5: Student Senator/Trustee

1. The Student Trustee shall automatically be a member of the Senate.
2. The duties of the Student Trustee shall be outlined below:
 - To represent the students of Massasoit Community College as a voting member of the Board of Trustees.
 - To attend all regularly scheduled meetings of the Board of Trustees. Should the trustee not be able to attend, he/she must notify their advisor.
 - To provide monthly written or oral reports to and maintain frequent communication with the Senate.
 - To make an effort to attend all regularly scheduled meetings of the Senate.
 - To make an effort to attend S.A.C. meetings.
3. Should the Senate feel the Student Trustee is neglecting any one or more of his/her duties in any way, the Senate shall first issue a written warning and then request the Student Trustee come before the Senate for a hearing in which the Dean of Students, Vice President of Student Services and Enrollment Management, and the Senate advisors will be invited to witness.
4. The responsibilities of the Student Trustee supercede those of the Senate.

Article 6: Ratification

The ratification by 2/3 of the Association present and voting shall be required for the establishment of this Constitution.

AMENDMENTS TO THE CONSTITUTIONAL BY-LAWS

Rules of Order

1. Robert's Rules of Order shall be used to guide the conduct of the Senate meetings except in the instance of a conflict with the Student Association Constitution.
2. Robert's Rules of Order shall be used to clarify any question which may arise in reference to either vague or questionable articles, by-laws or amendments to the by-laws of the Constitution.
3. A Student Senate meeting shall be automatically adjourned when the Senate fails to maintain a quorum.