

**Constitution of the
Associated Students of Linn-Benton Community College
Ratified February 17, 2016**

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Article I: Name

The name of this organization shall be the Associated Students of Linn-Benton Community College ("ASLBCC").

Article II: Preamble

This Proclamation of Participation set forth with the belief that active and judicious participation in every aspect of campus life that concerns students is beneficially attainable, establishes a student government that will selflessly pursue the ideals of all without denying the ideals of one, that will be responsive without being repressive or restrictive, and that will insure that we, the students of Linn-Benton Community College, are fairly recognized and represented.

Article III: Object

The object of the ASLBCC shall be:

- a) To ensure the greatest participation by students in the immediate governance of and policy development for the College at all levels, including the exercise of all rights of students
- b) To control and manage all ALSBCC General Fees and all other funds and other fees within the authority of the ASLBCC
- c) To organize events for students;
- d) To receive complaints from students, investigate the problems of students, and participate in academic decisions concerning students;
- e) To take action on behalf of the student body in general, and to specifically work for:
 - 1) The expansion of student power in all aspects of student governance;
 - 2) The recognition of access to education as a basic human right;
 - 3) The enforcement of civil rights guarantees in all aspects of college life and policy;
 - 4) A quality, affordable, and accessible education for all students;
 - 5) The protection of public education;
 - 6) The defense of the right of students to organize in their own interests;
 - 7) The protection of student autonomy within the areas of student rights, services, and interests.
- f) To provide an official voice through which the opinions of the student body may be expressed;
- g) To develop ASLBCC policies in a fair and open manner; and
- h) To inform all students of ASLBCC activities and encourage participation in them.

Article IV: Declaration of Rights

Section 1: Nondiscrimination.

The ASLBCC shall not discriminate on the basis of race, color, religion, ethnicity, national origin, creed, gender orientation, sexual orientation, disability, or perceived disability, veteran status, ancestry, age, sex, pregnancy, marital status, parental status, amount or source of income, political ideology, or any other status protected under applicable federal, state or local laws, or known relationship to anyone in any of these protected classes, unless pursuant to an exception recognized by state or federal law.

Section 2: Due Process.

All members of the ASLBCC and all student organizations shall be guaranteed due process under law.

*Substantive due process means that notice and opportunity to be heard will be given as appropriate to individuals or groups.

** Procedural due process means the ASLBCC will follow the steps set out in our Constitution, Bylaws, or other published documents, as well as Linn-Benton Community College Administrative policy.

Section 3: Open Meetings and Free Access.

Every meeting of an ASLBCC body shall be preceded by public notice on the Linn-Benton Community College website at least twenty four hours prior to the commencement of the meeting. At any meeting of an ASLBCC body, all discussion shall be held and all action of any kind, formal or informal, shall be initiated, deliberated upon and acted upon only in a session open to all ASLBCC members. All ASLBCC bodies shall make available all records for inspection and copying by members of the ASLBCC. Exceptions to this Section may be established in the Bylaws only in order to protect the privacy of individuals or where necessary to act expediently through electronic meetings; where exception is made, non-confidential decisions shall be published and publicly available.

Section 4: Initiative.

The members of the ASLBCC shall have the right of initiative to adopt, amend or rescind any Bylaw, rule or law of the ASLBCC, or to allocate or prohibit the allocation of funds under the control of the ASLBCC so long as consistent with law and college fiscal policies, with funding for speech or expressive activities being exempt from initiative. The proposed initiative measure shall be submitted to an election upon the filing with the Student Leadership Council of a petition signed by five percent of the members of the ASLBCC.

Article V: ASLBCC Fee Policy

Section 1: Duty.

All aspects of ASLBCC college fees including, but not limited to, allocation, eligibility, review, requirements, expensing and revenue generating shall be consistent with the policies of Linn-Benton Community College System and all federal and state laws and court opinions.

Section 2: Implementation.

The ASLBCC shall establish a process for implementing and carrying out the duty stated in Section 1 of this Article.

Article VI: Membership

Section 1: Members.

All students enrolled in credit courses during an academic year are members of the ASLBCC during the term or terms for which they are enrolled. Members of the ASLBCC during the spring term shall remain members of the ASLBCC through the summer.

Section 2: Loss of Membership.

Except as provided in Section 1; members not enrolled in the current academic period shall lose membership in the ASLBCC upon the first class day after the late enrollment deadline. Members who withdraw or are suspended from Linn-Benton Community College shall lose membership immediately. Members withdrawing from the College shall regain membership immediately upon registration for classes in any subsequent semester, and shall hold membership in the ASLBCC without prejudice.

Article VII: Student Leadership Council

Section 1: Composition.

The Student Leadership Council ("SLC") shall consist of up to sixteen Members (16). The President and Vice President Seats will be filled via separate election processes and the fourteen (14) remaining voting seats will be filled through an appointment process outlined in the Bylaws. Seats shall be reviewed for reasonable additions and subtractions at least every three years.

Members shall be:

- a) SLC President
- b) SLC Vice President
- c) Finance Director
- d) Legislative Affairs Director

- e) Student Clubs and Engagement Director
- f) Community Outreach Director
- g) SLC Communication Director
- h) Benton Center Coordinator
- i) Lebanon Center Coordinator
- j) Executive Assistant (2)
- k) Event Planner (4)
- l) Student Volunteer Coordinator

Section 2: Qualifications For ASLBCC Leadership positions.

ASLBCC members must be fully admitted and enrolled for at least six (6) credit hours at Linn-Benton Community College. Additionally, members must maintain a minimum 2.2 GPA, both per-term and accumulative. Additionally, all members must maintain a 75% completion rate of all enrolled credits per-term. SLC applicants cannot be under any current formal sanction related to a violation of the student rights and responsibility.

It shall be the Colleges duty to notify the SLC of the eligibility or ineligibility of any SLC Member or prospective Member each term. It shall be the responsibility of SLC to remove any ineligible Member from duty or to place on probation as set out in the Bylaws. Should there be any question, confusion, or ambiguity in determining whether a student is eligible under the rules of these documents, the Student Life and Leadership Manager or Advisor shall brief the student and the SLC on the basic fact pattern (without name) and shall consult on interpretation with the SLC before final determination. Upon decision, the Student Life and Leadership Manager or Advisor shall notify the SLC.

Section 3: Terms.

Student Leadership Council members shall serve for one year terms. No person may serve more than two full years as an SLC Representative. Terms for Representatives elected on a winter term ballot shall start week 5 of spring term.

Section 4: Retreat.

After the winter election and before the beginning of their terms, the SLC Representatives-elect and appointed Representatives shall meet together in a retreat organized by the retiring SLC members, and the ASLBCC staff to plan a course of action for the upcoming year.

Section 5: Vacancies.

The SLC shall by two- thirds vote of the entire SLC, excluding vacancies, fill vacancies in the SLC with an ASLBCC member through an appointment process outlined in the Bylaws. The person appointed shall serve and hold the seat for the remainder of the service term.

Section 6: Meetings.

a) The SLC shall meet every week that Linn-Benton Community College is in an academic term except during the Summer Session and finals week of any term. Special meetings may be called by the Chair and shall be called upon the written request of five (5) SLC Representatives.

b) A majority of the current SLC members, excluding vacancies, shall constitute a quorum.

c) In a manner established by the Bylaws, SLC Members who fail to attend SLC Executive or committee meetings as described in positions may be removed from the SLC.

d) All members of the SLC are required to attend the SLC Executive meeting unless stated otherwise in the bylaws or job description.

Section 7: Powers and Duties.

a) Except as otherwise provided in this Constitution, the SLC shall exercise all legislative powers of the ASLBCC by majority vote of the quorum present.

b) The SLC shall appoint all officers except the President and Vice President as established by the Bylaws.

c) The SLC shall establish Bylaws and Rules for the ASLBCC that are discussed and refined over a minimum of two consecutive meetings and shall receive two- thirds vote of members present at the second meeting.

d) The SLC may refer any matter in its power to a vote of the members of the ASLBCC. To refer a matter, the SLC shall form a resolution; the resolution shall be discussed and refined over a minimum of two consecutive meetings and shall receive two-thirds vote of SLC Members present at the second meeting; the resolution shall then be filed with the Student Judiciary Board.

e) SLC shall recommend in writing all changes of the ASLBCC Fees to the President of Linn-Benton Community College. The recommendations of SLC shall be deemed recommendations of the ASLBCC unless the ASLBCC by referendum vote within four weeks of submittal to amend them, reject them or by a majority vote refer them back to SLC.

f) SLC shall not recommend ASLBCC Fee changes unless they further the general student interest.

- g) The SLC shall keep and publish a record of its own proceedings. The SLC members voting “yes”, “no”, and abstentions of any motion shall be recorded in the record.
- h) In addition to welcoming the public to speak and present in any SLC meeting the SLC shall hold a forum at least once each term to make known the activities of the SLC and to listen to the views of ASLBCC members.
- i) The SLC shall have the power to allocate funds for student events in accordance with standards established in the Bylaws. Allocations of more than 2% of the amount annually budgeted for student events shall require ratification by the SLC of two-thirds vote.
- k) SLC shall be responsible for maintaining a Student Leadership Office for greetings students, hearing their ideas and concerns, and for directing them to Campus services. Student leaders shall dedicate a portion of their time in the office to helping maintain reception services in this office. Students agree to follow College guidelines about hours of access.
- l) Fundraising: SLC may engage in fundraising as outlined in the Bylaws.

Section 8: The SLC President.

The President of the SLC shall serve as the official spokesperson of the ASLBCC, shall act as the presiding officer of the SLC, shall communicate to the SLC the state of the ASLBCC and shall coordinate the activities of the ASLBCC. The president may exercise the right of executive order, and make requests of individual or multiple members of the team to perform a task or tasks on behalf of the SLC, so long as it is beneficial to the productivity of the SLC or the ASLBCC. If any executive order is found to be in conflict with any of the SLC’s guiding documents the President may be immediately sent to the judiciary board for articles of impeachment. Any member of the ASLBCC who feels that the President has issued an executive order that violates any of the SLC’s guiding documents may institute this process with the collection of one hundred (100) signatures on a petition for removal of office. The Vice President shall assume the duties of the President in the absence of the President, and shall perform other such duties as may be required by the President.

Article VIII: Student Council Committees

Section 1: Student Judiciary Board.

- a) The Student Judiciary Board shall be composed of five (5) members. The SLC Vice President shall be elected annually by the ALSBCC to serve as Chair. Two (2) shall be appointed annually by the SLC from among ASLBCC members and two will be selected by the Council of Clubs. Appointed members of the Student Judiciary Board may not hold any other elected or appointed office in the ASLBCC. Vacancies shall be filled for the remainder of the term by the appointing body, subject to the same qualifications.
- b) The Student Judiciary Board shall have the sole power to convict on bill of impeachment any elected or appointed officer of the ASLBCC. Cause for impeachment shall be limited to neglect of duties, official misconduct, or malfeasance in office. Impeachment shall be

initiated upon the petition of one- third of the SLC, excluding vacancies. A three- fourths vote of the entire Student Judiciary Board, excluding vacancies, shall be required to convict or remove.

c) The Student Judiciary Board shall oversee all ASLBCC elections.

d) The Student Judiciary Board shall have the power to set uniform spending limits on all candidates for elected offices of the ASLBCC

e) The Student Judiciary Board shall have jurisdiction over all cases and controversies arising under the Constitution, Bylaws, Rules or laws of the ASLBCC.

f) The Student Judiciary Board may recommend to the SLC such Bylaws, Election Rules and Rules of Procedure or amendments as may be necessary to govern The Student Judiciary Board.

Section 2: Council of Clubs.

a) A Council of Clubs composed of at least five (5) members. The SLC Student Outreach Coordinator shall be appointed annually by the SLC to serve as chair. In addition, any ASLBCC club would be able to provide one member without limitation to serve as a voting member of the Council of Clubs, entitled to all the rights, powers and privileges of committee membership.

b) The Council of Clubs shall, with the advice and consent of the SLC, appoint ASLBCC members to all College Committees for which the ASLBCC has power of appointment.

c) The Council of Clubs shall work to encourage and expand student participation in ASLBCC club activities and to ensure that club allocated student fee money is used in the best interest of ASLBCC students.

d) The Council of Clubs may recommend to the SLC such Bylaws, and Rules of Procedure or amendments there to as may be necessary to govern The Council of Clubs.

Section 3: Events and HYPE Taskforce.

a) The Events task force composed of at least eight (8) members. The SLC Community Outreach Coordinator shall be appointed annually by the SLC to serve as chair. Four (4) members will be appointed in the SLC appointment process to serve as Event Planner whose duties are outlined in the bylaws. All other officers required to attend and participate in this meeting, along with their duties within that space and voting privileges will be outlined in the Events and HYPE Taskforce Bylaws that are to be created and updated by the Community Outreach Director. Any ASLBCC member would be able to volunteer to be part of the event taskforce.

Section 4: Ad hoc Committees.

The SLC may establish ad hoc committees as may from time to time be necessary to achieve the object of the ASLBCC. The SLC shall appoint at least one SLC Representative to convene the ad hoc committee. Any ASLBCC member without limitation may become a member of an ad hoc committee, entitled to all the rights, powers and privileges of committee membership.

Section 5: The Reserve Board.

- a) There shall be a Reserve Board, Consisting of the Student Leadership Council (SLC).
- b) The Reserve Board shall have the authority to establish a segregated fee contingency level, provided such a level is consistent Linn-Benton Community College policy.
- c) The Reserve Board shall have the authority to dispense segregated fees in reserve account, provided there remains a minimum level of reserve funding consistent to Linn-Benton Community College policy, with two-thirds majority vote.
- d) The Student Council shall, provide for proper policies and procedures governing the Reserve

Section 6: Volunteer Caucus Space.

a)The Volunteer Caucus space shall be composed of any and all volunteers. The SLC Volunteer Coordinator shall be appointed annually by the SLC to serve as chair. This Caucus space will serve as an avenue for volunteers to meet, discuss and be contacted for events hosted by all groups on campus. This will also serve as a space for volunteers to discuss recruitment and retention tactics to further the abilities and efficiency of current and future volunteers. While volunteers will drive discussion the Student Volunteer Coordinator will be charged with working with volunteers to create an agenda for their weekly meeting. The members of this caucus will be required to create their own bylaws and elect their own minute taker if it is the will of that body.

Article IX: Staff

Section 1: Composition

The Management of Linn-Benton Community College shall determine the number of positions of the employee staff that shall be assigned to facilitate the educational program and administrative processes of the Student Life and Leadership Office and programs. The Staff shall consist of individuals assigned to these roles or types of work:

- a) Advising to the ASLBCC Student Leadership Council,
- b) Administrative and financial support staff for the Student Life and Leadership office

- c) Club support and Co-Curricular support and Community Building,
- d) Management guidance and networking with the College, and
- e) Other roles with such powers and duties as shall from time to time be determined by the College.

Section 2: Memorandum of Understanding

Further details and processes related to staff shall be defined in memorandum of understanding between student affairs administration and the SLC. This document will be reviewed annually by both parties to ensure a common understanding of roles and purposes.

Article X: Elections

Section 1: Schedule.

Separate elections shall be held for the President and Vice President positions of the Student Leadership Council during winter term. The Student Judiciary Board shall set the date for the elections prior to the December 1st preceding the election. Special elections may be called if the Bylaws so provide. All elections shall be held over a period of at least two consecutive class days.

Section 2: Procedures.

The election processes will be specifically for both the President and Vice-President positions. A minimum of three percent (3%) of ASLBCC members must vote for the election to be valid. The Seat of President and Vice-President shall be filled by the candidate who gains a greater number of votes in each of their respective races. The Student Judiciary Board shall break all ties using a random drawing or some other random method as specified in the Judiciary Board Bylaws. All members of the ASLBCC may cast a vote. Should the minimum number of votes not be met the President and Vice President will be chosen from candidates within the Student Leadership Appointment process outlined in the bylaws. The Student Judiciary Board may specify in the Judiciary Board Bylaws a provision of minimum requirements for cumulative voting.

Section 3: Ballot.

Candidates for any positions elected by the ASLBCC through this process, shall be listed solely by name on all ballots.

Article XI: Initiative, Referendum and Recall

Section 1: Subjects.

Initiatives, referenda and recalls may be submitted to an election only upon petition of ASLBCC members or resolution of an ASLBCC body filed with the Student Judiciary Board, as provided elsewhere in this Constitution.

Section 2: Procedures.

The Student Judiciary Board shall submit the proposed initiative, referendum or recall measure to ASLBCC members at the next election, provided that the petition or resolution is filed with the Student Judiciary Board at least three weeks prior to the election. The Student Judiciary Board shall bring the proposed initiative, referendum or recall measure to the attention of ASLBCC members by reasonable methods as specified in the Bylaws.

Section 3: Adoption.

A majority vote of those casting votes on the measure shall adopt the initiative, referendum or recall measure as long as a minimum voting requirement of ASLBCC members is met. The Student Judiciary Board may specify in the Bylaws a provision of minimum requirements for cumulative voting.

Section 4: Effect.

- (a) A recall shall take effect immediately upon adoption.
- (b) An initiative or referendum adopting, amending or rescinding Bylaws, Rules or laws of the ASLBCC shall take effect immediately upon adoption.
- (c) An initiative or referendum allocating or prohibiting the allocation of funds in the control of the ASLBCC shall take effect at the beginning of the next budget cycle following adoption.

Article XII: Summer Operations

Section 1: Definition.

The Summer Session shall begin on Monday Week eleven spring term and end one week before the first day of classes in the fall term.

Section 2: Limitations.

During the Summer Session, officers may not be impeached, Bylaws and Rules may not be amended, elections may not be held and no more than ten percent of the budget for student events may be allocated. All budget expenditures must be approved in official Student Leadership Council meetings including electronic meetings, as may be provided for in the Bylaws and documented in Student Leadership Council Minutes.

Article XIII: Amendment

Section 1: Election.

A proposal to amend this Constitution shall be submitted to an election by the members of the ASLBCC upon the filing with the Student Judiciary Board of a petition signed by five hundred members of the ASLBCC, or of a resolution of the SLC receiving a two-thirds vote. The Student Judiciary Board shall submit the proposed amendment to an election in accordance with the procedures provided for initiatives and referenda.

Section 2: Amendment.

A majority vote of those casting votes on an amendment to this Constitution shall adopt the amendment, as long as a minimum voting requirement of five percent ASLBCC members is met. The amendment shall take effect immediately upon adoption.

Article XIV: Bylaws

The SLC shall develop a set of Bylaws to guide day-to-day operations. The original Bylaws for the SLC shall be available to the student body. Amendments to the Bylaws shall be posted for fourteen (14) school days and at least two hearings on the proposed Bylaws, open to the student body, must be held during the posting period. Adoption by the SLC shall be by a majority vote of that respective body after the expiration of the posting.

ARTICLE XV: ADMINISTRATIVE AMENDMENTS

The SLC Constitution and Bylaws may be changed by special amendment for the sole purpose of keeping documents current with college policies, state laws, and terminology. Administrative Amendments cannot alter the fundamental essence of any Article or Section of the Associated Student Constitution. Procedures to amend the Constitution can be found in Article XVI of the Associated Student Constitution and should be referenced when amending the Constitution in ways that change the fundamental essence of an Article or Section. When such Administrative Amendments are deemed appropriate and necessary, the following procedure will be used:

- a) The SLC Manager and Advisor will review the constitution and bylaws and suggest changes when Linn-Benton Community College Administrative Amendments are added, or changed.
- b) The SLC will review the administrative changes and vote to make the administrative changes permanent. The vote must carry a majority vote.
- c) If passed, new copies of the constitution will be created and published on the LBCC website.

Article XVI: Transition

Section 1: Initial Elections.

The first elections shall begin on winter term 2014 by this Constitution for the elections, or as soon thereafter as may be practicable, and shall be operated by Student Judiciary Board.

Section 2: Initial Appointments.

The first appointments of ASLBCC Representatives shall occur in Spring Term 2013 to include the President and Vice President.