



Student Government of
Oakland Community
College

– Constitution –

Get Involved and Let Your Voices be Heard

CONSTITUTION

ARTICLE 1 PREAMBLE

This constitution serves to outline the functions of Student Government at Oakland Community College. Student Government exists to promote student involvement in campus activities, assist and maintain order among student organizations, represent concerns brought forth by the student body, and encourage community outreach.

ARTICLE 2 MEMBERSHIP

SECTION A: GENERAL MEMBERSHIP

All students enrolled at the Oakland Community College are included in the general membership of Student Government. These students are encouraged to attend general meetings in order to express their concerns.

SECTION B: EXECUTIVE MEMBERSHIP

The Executive Board consists of all officers in Student Government. These members will meet routinely in order to discuss student activities among the campuses and form decisions that involve Student Government and Student Life with the approval of the college's Associate Deans of Student Services and faculty advisors (Advisory Council). Membership will consist of two (2) student representatives from each student organization college-wide.

SECTION C: OFFICER ELIGIBILITY

In order to be eligible for office in Student Government, applicants must be currently enrolled at any campus during each semester of service.

ARTICLE 3 ORGANIZATION

SECTION A: STRUCTURE

Student Government will maintain an ordered hierarchy of officer positions with unique duties. The organization will consist of the following officer positions:

- President
- Vice President
- Secretary (4 – one for each campus site)
- Public Relations Coordinator
- Community Service Coordinator

Advisors (Advisory Council)

- Associate Deans of Student Services (of each campus)
- Faculty members (of each campus)

These positions are standard and must be filled by one student each for a total of eight (8) student officers. In addition, the Executive Board may add up to eight additional representatives at its discretion.

SECTION B: OFFICER DUTIES

The **President** is responsible for overseeing that Student Government fulfills its purpose defined in the Preamble. In order to do so, the President must fill officer roles with capable students and see that the duties of every officer position and committee are effectively carried out. The President will be responsible for planning Student Government events, leading meetings, and make executive decisions with input from other student officers. He or she will supervise committee projects of Student Government and approve fund requests brought by the Treasurer. The President will also collaborate with the leaders of other student organizations, and the Advisory Council.

The **Vice President** will assist the President in tasks and special projects as needed. On occasion, when the President is unable to fulfill one of his or her duties, the Vice President will fill in as a substitute. The Vice President will also participate in event planning and decision making with the President.

The **Secretaries** works directly with the President and Vice President to manage Student Government's paperwork. The Secretaries at each host campus shall produce and distribute meeting agendas as directed by the President, send meeting reminders, attend meetings to take notes, and post minutes after each meeting.

The **Public Relations Coordinator** manages all advertisement for Student Government through effective and creative means. The goal of this officer is to promote awareness of Student Government's existence and current activities among the student body through effective means. The PR Coordinator will oversee a Public Relations Committee dedicated to creating a Student Government brand, graphic design creation, production of fliers and posters, drafting student body newsletters, regulating student life boards on campus, and gathering feedback from the student body for improvement.

The **Outreach/Community Service Coordinator** ensures all members feel involved, engaged and part of a strong community at all events and he or she arranges community service projects that unite the local chapter members in creating local positive change.

SECTION C: RESPONSIBILITIES

All student officers are responsible for carrying out the aforementioned duties of their officer role, attending the required meetings, and actively participating in Student Government. Officers who are ineffective or fail to carry out their duties may be removed from office in accordance with the decision of the Advisory Council (referenced in Article 7, Section D). Officers must also agree to abide by the principles described in this constitution.

In addition, all officers will be required to serve a minimum of two hours per week (at their designated campus) in the Student Life Office and/or student services suite at regular times. Scheduled office hours must be displayed so students have access to the times that their representatives in Student Government are available to meet. Meetings and other events will not count towards the two hour total.

ARTICLE 4 GOVERNANCE

SECTION A: AUTHORITY

If a student organization fails to fulfill its requirements or attend general meetings, Student Government may deny representation to the organization for a specified period of time, or may impose appropriate sanctions with approval of the Advisory Council as needed.

If a student organization is displeased about a decision made by Student Government, it should appeal to Student Government Executive Board to reverse the decision. If no reversal takes place, the student organization may then go to the Advisory Council and make a second appeal.

SECTION B: NEUTRALITY

Student Government as an establishment will treat all student organizations with equal respect but will remain neutral on political and religious matters.

Student officers have the right to join and participate in any student organization.

Oakland Community College's Diversity and Inclusion statement:

The College will ensure that diversity, in all its forms, is respected and valued by fostering and promoting an environment of inclusiveness.

ARTICLE 5 MEETINGS

SECTION A: REQUIREMENTS

Student Government must hold one general meeting and one Executive Board meeting during each month of the academic year:

- **General Meetings:** One to two representatives from each student organization will be required to attend
- **Executive Board Meetings:** decided by Executive Board
- **Campus Senate Meetings:** One to two representatives from each campus must attend this monthly meeting

- **College Senate Meetings:** One to two representatives from the Executive Board will attend the this monthly meeting
- **BOT Meetings:** One (1) representative will attend this monthly meeting

An officer who misses three meetings will be removed from office upon the decision of the Advisory Council immediately without vote.

Student organizations must also attend general meetings. If a student organization fails to send a delegate for two consecutive general meetings, the student organization will lose their privilege to be recognized as a registered student organization.

SECTION B: CAMPUS/COLLEGE SENATE MEETINGS

Senate meetings are held once a month by the faculty of the each campus. As Student Government is granted a seat, attendance is required by this constitution. It is customary for the President to attend these meetings; if he or she is unable to, the Vice President is next in line as a substitute, followed by Representatives.

SECTION C: GENERAL MEETINGS

Student Government shall hold open meetings in the Student Life Office to gather with the leaders of other student organizations and the Associate Deans of Student Services. During this time, organization leaders will have the opportunity to present the Associate Deans of Student Services and Student Government with issues, proposals, or requests, and to participate in the discussion of student life affairs. All students of the campus sites are welcome to attend open meetings and voice their concerns.

SECTION D: EXECUTIVE MEETINGS

Student Government shall hold closed meetings to discuss its events, budget, internal affairs, student life activities, and relevant matters at the time. These meetings are private and may be attended by Student Government officers and the Advisory Council.

The President shall preside over closed meetings and in the President's absence, the Vice President shall take his or her place. If both cannot attend the meeting, however, then the Representative is next in line.

ARTICLE 6 EVENTS

SECTION A: REQUIREMENTS

Student Government must carry out one community service event per semester minimum. Events are to be scheduled at least 8 (eight) weeks in advance after planning, filling out the required paperwork, and consulting the Associate Deans of Student Services. Events held

by Student Government are to be organized by the Executive Board. Student representatives will later volunteer to staff the event as needed.

SECTION B: EVENT REQUEST FORM

Event Request forms are to be made available to student organizations to plan events. Student Government will review this form before passing on to the Associate Deans of Student Services for review and approval. Event request forms must be accompanied by diagrams (for room set up needs).

ARTICLE 7 TRANSITIONS OF OFFICE

SECTION A: TERM CONDITIONS

Student Government defines its terms as being equivalent to two semesters, or one academic year spanning the fall and winter. Each student officer is to serve one full term, except in the case of temporary appointments. A student officer may serve two terms maximum and must seek replacement candidates during their final term, whether from planned resignation or term limit.

If a standing student officer is able to serve a second full term, he or she may hold office for that second term with the approval of Student Government's advisory council; this must be decided before the end of the winter semester. If the student officer does not return for a second term, refer to Article 7 Section B.

SECTION B: ELECTIONS

When an officer's position will be vacant the next year, Student Government and the Advisory Council may decide to hold elections at the end of the academic year. Candidates for office must be able to serve one full term, be currently enrolled at Oakland Community College for that semester and the next year, and possess the ability to carry out all requirements in this constitution. Students who are interested in running for office must register with the Associate Deans of Student Services and fulfill the aforementioned criteria to become a candidate.

Throughout the winter semester, candidates must 1). Apply to run for office, 2). Campaign from the time period of March of each year, 3). Host a tabling event during the 2nd week of April, 4). A debate (if needed) will be held followed by voting during the 3rd week of April and finally the new officers will be announced to the campus. Students eligible to vote in the election must be currently enrolled.

SECTION C: APPOINTMENTS

In the event that voter turnout is poor a new officer may be appointed by the Advisory Council.

ARTICLE 8 VOTING ON MAJOR EVENTS

SECTION A: PARTICIPATION

Decisions formed by Student Government shall be finalized by the President with general consensus of Student Government's officers. Major changes shall require a majority vote by the Student Government officers and the Advisory Council. All officers present shall have the opportunity to vote, while those who are not present may vote via phone within twenty-hours of when the vote started.

Major events would require a majority vote of the Student Government officers and the support of the Advisory Council.

Voting on events to be endorsed by a majority of the Student Government officers would include, but is not limited to: speakers, workshops, external activities, employment fairs, etc.

SECTION B: PROCESS

Whenever a formal vote is required, the Executive Board shall host such proceedings during an executive board meeting. The issue must first be presented and discussed with all sides having the chance to make their case before the vote begins. After the discussion has taken place, officers shall cast their vote anonymously by ballot. The votes shall be submitted to the Advisory Council for tallying.

SECTION C: AMENDMENTS

This constitution may be amended in the future as needed. Proposals can be made by any officer and may be discussed at Student Government's executive board meetings. All officers and Student Government and the Advisory Council must be made aware of the proposed amendment in advance of the next closed meeting, where a formal vote shall take place. A two-thirds majority and Advisory Council approval are required to approve amendments, which shall be added to this constitution after Article 8.