

CONSTITUTION OF THE NORTHWESTERN CONNECTICUT COMMUNITY COLLEGE STUDENT SENATE

PREAMBLE

In order to promote the general welfare of the student body, to stimulate interest in activities contributing to our improvement, and to provide every student with training and experience in democratic government, we, the students of Northwestern Connecticut Community College, do hereby decree this Constitution as the official Constitution of the Northwestern Connecticut Community College Student Senate.

ARTICLE I – THE STUDENT GOVERNMENT

Section 1. The name of this organization shall be the Northwestern Connecticut Community College Student Senate.

Section 2. The Student Senate shall be composed of nineteen (19) Senators: four (4) from each class, as defined in the College Catalog, six (6) at-large seats, and five (5) Student Senate Officers.

Section 3. Each Senator shall have one vote with the exception of the President who shall vote only in the case of a tie.

Section 4. The powers and duties of Senators shall include the following:

- a. Senators may introduce any motions or resolutions which will advance the purposes of the Student Body or better enable the Senate to achieve its stated goals.
- b. Senators are obliged to keep themselves fully informed of the needs and interests of the general Student Body.
- c. Senators are obliged to attend meetings of the Senate. If a Senator misses four (4) meetings per semester regardless of the reasons, his/her seat may be revoked at the discretion of the Senate. A two-thirds (2/3) vote of the entire Senate membership is required to remove a Senate member for lack of attendance.

Section 5. The Senate shall have the power to enact such legislation as deemed necessary or advantageous for the proper functioning of its committees. In matters of procedure not regulated by the Constitution, the Senate and its Committees shall be governed by the latest edition of *Roberts Rules of Order*.

Section 6. The Senate shall be regarded as the official representative body of the students at Northwestern Connecticut Community College and, in this capacity, shall have the authority to consult with and make recommendations to the faculty and administration regarding matters affecting student welfare.

Section 7. The Senate shall administer the Student Activity Fund and other sources of income, and shall be responsible for maintaining accurate records of income, expenditure, and current balances. Monies from the Student Activity Fund may be used only for purposes consistent with the interest of the Student Body. In the administration and use of monies from the Student Activity Fund and other sources, the Senate shall be governed by the policies of the State of Connecticut.

Section 8. The Senate shall, with approval of the President of the College, have the power to charter student clubs and organizations and to allocate funds to them.

Section 9. The Senate shall be responsible for the promotion of mutual understanding and cooperation between the College and the general community.

Section 10. The Senate shall, with the approval of the College President, have the power to enter intercollegiate student associations and organizations to promote the general interests of the College and

the Student Body.

Section 11. The Senate may undertake or support any projects or activities that will serve the general interests of the College, the Student Body, or the community. Any such projects or activities shall be subject to the approval of the President of the College.

Section 12. Student members who hold vested interest in decisions of the Senate will be excluded from voting on those matters. Questions concerning conflicts of interest shall be decided by the President of the College or his/her delegated subordinate.

Section 13. No Senate member shall be a Senate Officer and an officer of any Senate-supported club or organization concurrently.

Section 14. Regular meetings of the Student Senate shall be held weekly during the regular academic year when the College is in session. Special meetings shall be called by the President of the Senate or by the request of four (4) of the voting members of the Senate.

Section 15. All Senate meetings shall be on the College campus, and all meetings, regular or special, must be posted at least twenty-four (24) hours prior to the meeting.

Section 16. Senate meetings must achieve quorum in order to transact business. A quorum shall consist of a simple majority of voting members of the Senate. The President of the Senate is not considered a voting member of the Senate; therefore, the President is not included when deciding quorum.

Section 17. All meetings of the Student Senate shall be open to members of the Student Body unless otherwise specified. The full privileges of discussion at a Senate meeting may be extended to members of the Student Body at the direction of the Senate, but voting privileges shall at all times be reserved for the Senators.

ARTICLE II - SENATE OFFICERS

Section 1. All Senate Officer candidates must have a combined grade point average (GPA) of 2.0, completed at least twelve (12) credit hours, attended two (2) semesters, and served one semester as a Senator. Waivers for these requirements must be approved by a two-thirds (2/3) vote of the entire Senate membership.

Section 2. The President

The executive officer of the Student Senate shall be President of the Student Senate. The President of the Student Senate shall be elected by the Student Body, and he/she shall exercise the following duties:

- a. The President shall preside over Senate Meetings.
- b. The President shall represent the members of the Student Body at official College ceremonies and/or meetings.
- c. The President will act as the liaison between the Student Senate and the rest of the College community and will report all pertinent information and requests to the Student Senate.
- d. The President may participate in debates at Senate meetings.
- e. The President may vote only in the case of a tie vote.
- f. The President shall, with advice and consent of two-thirds (2/3) of the entire Senate membership, have the power to appoint students to fill vacancies occurring between regular elections for elected posts and committees.
- g. The President shall have the power to investigate any expenditures or allocations from the Student Activity Fund and must report these findings to the Senate within thirty (30) days.
- h. The President shall be a non-voting, ex-officio member of all standing committees.

Section 3. The Vice President

The Vice President shall exercise the following duties:

- a. The Vice President shall preside over the Senate meetings in the absence of the

- President.
- b. The Vice President shall preside over all Judiciary Committee and Election Committee Meetings except in cases where conflict of interest exists.
 - c. In the event that the Presidency falls vacant between elections, the Vice President shall assume the office of President for the remainder of the elected President's term. The Student Senate shall then elect, by a simple majority vote of those members present, a Vice President who shall assume the office for the remainder of the term. In cases of the withdrawal or removal from office of both the President and Vice President, the Student Senate shall elect these officers from the Senate, by a simple majority vote of those members present, to carry out the duties of the President and the Vice President for the remainder of the term.
 - d. The Vice President shall be a non-voting, ex-officio member of all standing committees.

Section 4. The Treasurer

The Treasurer shall exercise the following duties:

- a. The Treasurer shall be responsible for the administration of the Student Activity Fund in accordance with the policies defined by the State of Connecticut, the College administration, and the Student Senate.
- b. The Treasurer shall maintain accurate records of income, expenditures, and current balances of the Student Activity Fund and other sources of income.
- c. The Treasurer shall present a monthly Treasurer's Report to the Student Senate and shall also submit a mid-year report showing all income, expenditures, and current balances of the Student Activity Fund.
- d. The Treasurer shall report to the President any questionable expenditures or allocations from the Student Activity Fund.
- e. The Treasurer shall be a non-voting, ex-officio member of the Budget Committee and shall preside over all meetings.

Section 5. The Recording Secretary

The Recording Secretary shall exercise the following duties:

- a. The Recording Secretary shall keep an accurate record of all regular and special meetings, including the attendance of Senators. Copies of all minutes shall be distributed, after approval by the Senate, to the President of the College and the Deans and shall be prominently posted.
- b. The Recording Secretary shall post announcements of all special meetings.
- c. The Recording Secretary is responsible for maintaining a file of Senate minutes. All minutes must be kept on file for a minimum of three (3) years.

Section 6. The Corresponding Secretary

The Corresponding Secretary shall exercise the following duties:

- a. The Corresponding Secretary shall conduct all official Senate correspondences.
- b. The Corresponding Secretary shall be responsible for maintaining a file of official Senate correspondences. All correspondences must be kept on file for a minimum of three (3) years.
- c. In the absence of the elected Recording Secretary, the Corresponding Secretary shall act as the Recording Secretary.

Section 7. The Executive Board

The President, Vice President, Treasurer, and Secretaries shall form the Executive Board. The Executive Board shall set the Senate agenda. All agenda items must be submitted to the Executive Board no later than one (1) hour prior to the Senate meetings. The President, Vice President, Treasurer, and Secretaries may be requested to perform certain duties other than those enumerated herein which the Senate President may deem necessary or advisable, provided such requests are consistent with this Constitution and with the by-laws of the Senate.

Section 8. In the event that any Senate Officer seat becomes vacant, the Student Senate shall, by majority vote of those members present, fill the seat for the duration of the term.

ARTICLE III – COMMITTEES OF THE SENATE