

Constitution of the Student Life Board of Brookdale Community College

We, the students of Brookdale Community College, henceforth referred to as the College; in accordance with Board Policy 6.4000, the Board of Trustees hereby establish the Associated Students of Brookdale Community College. This board exists to serve as the Student Government, Student Programming (as per Board Policy 4.1001), and Finance Committee. All enrolled students at the College shall be members of this organization and shall have the rights, privileges and responsibilities set forth in this constitution. The SLB shall represent the ASBCC according to the guidelines stated in the subsequent articles.

Article I

Name

Section 1

The elected leadership from the Associated Students of Brookdale Community College (ASBCC) shall be known as the Student Life Board (SLB).

Section 2

The Executive Board shall be made up of the elected officers of the SLB, henceforth referred to as the E-Board.

Article II

Membership

Section 1

Non-voting membership of the SLB shall be gained by any ASBCC student who seeks twenty-five signatures by the student body and who has submitted in writing to the SLB Contract.

Section 2

The rights and responsibilities of Members of the SLB are outlined in the General and Executive By-Laws.

Section 3

Voting membership of the SLB shall be conferred by the Secretary of the SLB based on criteria set for in the By-Laws

Section 4

The advisors to the SLB shall be the Student Life and Activities Administrators and Professional Staff. The advisor(s) shall have no vote.

Article III
President

Section 1

There shall be established the office of the President of the SLB, whose duties are enumerated in the sections that follow

Section 2

The President shall preside over all general meetings of the SLB. He/She is to work with other SLB members to best benefit the students of the College. He/She shall designate responsibilities to those involved with the SLB.

Section 3

The President shall be responsible for supervising the SLB elections.

Section 4

The President shall have the ability to call for the creation of *ad hoc* committees with the approval of the SLB.

Section 5

The President or designee shall serve as the representation of the Students at any necessary College Meeting or Forum. See by-laws.

Section 6

The President shall be unable to cast a vote in any elections except when a tie-breaking vote is necessary.

Section 9

The President will make at least one report in the Fall and one in the Spring to the College Governance Forum.

Section 10

The President shall draft any official regulations or documents.

Section 11

In the event of an impeachment trial, the President will act as the judge.

Article IV
Vice President & Programming Committee

Section 1

The Vice President of the SLB's duties are listed below

Section 2

The Vice President shall fulfill specified duties of the President in the event of his/her absence.

Section 3

There shall be established a Programming committee, the Vice President oversees internal programming committees.

Section 4

The Vice President shall, assist the President in drafting any official regulations or documents.

Section 5

The Vice President works to uphold all by-laws of the SLB.

Section 6

The Programming committee shall be responsible for the creation, planning, organization, and staffing of all SLB sanctioned events on and off campus.

Section 7

In the event of an impeachment trial where the President is being impeached, the Vice-President will assume the role of the judge. If the parliamentarian is being impeached, the Vice-President will assume both roles of the chairperson of the Judicial Review Committee and the prosecutor.

Article V
Secretary & Public Relations Committee

Section 1

The Secretary of the SLB's duties are listed below

Section 2

Working with other executive board members, the Secretary will create meeting agendas.

Section 3

The Secretary shall record and distribute the minutes of the SLB meetings.

Section 4

The Secretary shall ensure the accurate file of all activities, reports, papers, and documents associated with the SLB are kept.

Section 5

All general correspondence affiliated with the SLB shall be handled by the Secretary, who in turn shall report information to the appropriate party(ies).

Section 6

It shall be the Secretary's responsibility to see that the time and place of all Board meetings are announced prior to their occurrence.

Section 7

It shall be the Secretary's duty to ensure that records of attendance are kept at all meetings.

Section 8

There shall be established a Public Relations committee, the Secretary oversees the creation and dispersal of advertisements for all SLB sponsored events on or off campus.

Section 9

The Secretary shall also oversee all marketing duties for SLB recruitment and activities.

Article VI
Parliamentarian & Club Advisory Board

Section 1

The Parliamentarian of the SLB's duties are listed below

Section 2

The Parliamentarian is responsible for keeping order in the general meetings pursuant to the rules laid down in Robert's Rules of Order, most recent edition.

Section 3

The Parliamentarian is responsible for resolving all disputes as it pertains to conduct of the meeting.

Section 4

There shall be established a Club Advisory Board (CAB), the Parliamentarian acts as the chairperson of CAB. CAB will review all club and organization constitutions and keep record of the changes.

Section 5

The CAB shall act as liaison between all College clubs and organizations and the SLB.

Section 6

The CAB shall establish rules for the registration and re-registration of College clubs and organizations.

Section 7

The Parliamentarian shall act as the prosecutor during impeachment trials.

Section 8

In the event of an impeachment trial, the Parliamentarian will serve as the chairperson of the Judicial Review Committee as well as be the prosecutor during the trial.

Article VII
Treasurer & Finance Committee

Section 1

The Treasurer of the SLB's duties are listed below

Section 2

There shall be established a Finance committee consisting of:

- a) No fewer than three voting members of the SLB
- b) The Treasurer, who shall act as chairperson and shall not vote
- c) The president or designee, who shall vote in the event of a tie
- d) At least one representative from Student Life and Activities

Section 3

The Finance committee shall maintain records of all money collected or disbursed

Section 4

The Finance committee shall, with the assistance of the advisors, oversee the preparation of the Student Life and Activities budget.

Section 5

The Finance committee shall act as a liaison between the SLB and the business staff of the College, as needed.

Section 6

The Finance committee shall establish the ASBCC funding guidelines.

Article VIII
Elections and Vacancies

Section 1

President, Vice President, Secretary, Treasurer, and Parliamentarian's one year positions will be up for election in the first week of April.

Section 2

The officers-elect will be required to shadow the current Executive Board. The new terms will start the day following Graduation in May and will last until the Day of Graduation of the subsequent year.

Section 3

Vacancies created by persons who leave before their term ends will be filled via appointment by the President, with the vacancies lasting no longer than three weeks.

Section 4

To be eligible to run for an officer position on the SLB, a student must have earned a cumulative GPA of 2.5 or higher, be in good judicial standing, carry a minimum of six (6) credits in both the fall and spring terms and be a current member of the Student Life Board.

Article IX
Impeachment

Section 1

Impeachment is the process of addressing inappropriate behavior by a general or executive member of the SLB.

Section 2

Inappropriate behavior includes, but is not limited to,

- a) Violation of the Student Code of Conduct and Academic Integrity Code
- b) Failure to regularly attend general and/or committee meetings
- c) Unethical conduct
- d) Not holding responsibilities of office

Section 3

The specific process to follow for impeachment is included in the bylaws.

Article X
By-Laws

Section 1

By-Laws of the SLB shall be established and altered by the 2/3 vote of the General Voting Members

Article XI
Bill of Rights

Section 1

Below are the Bill of Rights for the Student Life Board

Section 2

1. Members of the board and the ASBCC retain the right to free speech (maintaining that it is respectful).
2. Members of the board and the ASBCC have freedom of religion.
3. Members of the board and the ASBCC have freedom from arbitrary discrimination. (ex. race, creed, gender)
4. Members of the board and the ASBCC reserve the right to confront someone with civility who has offended them or to approach an SLB Advisor or Executive Member privately to discuss the issue.
5. Members of the board and the ASBCC will respect private property.
6. Members of the board and the ASBCC will respect the SLB Board room. (ex. maintain cleanliness, throw out trash, prohibition of damaging the office)
7. Members of the ASBCC participating in committees, including committee chairs, should be treated with the utmost respect. Chairs reserve the right to dismiss members from the meeting.
8. Non-voting members of the SLB shall have voting rights within committees.
9. The Student Life Board is a student activity that should be a fun experience for all members. Any SLB member who is not having fun has the right to ask any executive member how the board can become more enjoyable and rewarding.

Article XII
Amendments

Section 1

The constitution may be amended by a vote of 2/3 of voting members of the SLB and then a confirming vote of 2/3 of the attendees of a Club Presidents Meeting.