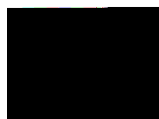
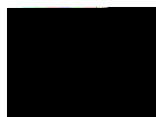




**Bristol Community College**  
Student Senate Constitution



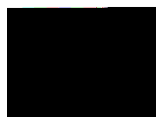
5. To assess and /or provide for the educational, recreational, social, cultural and other needs of the students when such actions would tend to facilitate the attainment of their educational goals.
- B. All currently enrolled Bristol students are members of the Student Senate
- C. The Advisor of Student Senate shall be a member of the professional staff in Student and Family Engagement at Bristol Community College.
- D. The governing body of Student Senate shall consist of three bodies: Executive Board, Senators, and Campus Representatives



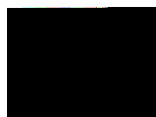
- c. The Student Senate shall have the authority to require that the individuals and groups who receive activity fees should submit an annual report to the Student Senate.
- 4. To design and create ad hoc committees which are appropriate in carrying out the intents of the Student Senate.
- 5. To hold regular meetings at the college.
- 6. To establish effective communications with the Bristol Community College community.

### **Article III – Student Senate Membership and Elected Officials**

- A. The membership of Student Senate shall consist of those students enrolled in degree or non-degree programs at the College as determined by the Registrar and confirmed by the Dean of Enrollment Services.
- B.



a. Each Executive Board Member has but are not limited to the following



Is a voting member of Senate

Serves on campus-wide committees as needed

Serves as a Bristol Community College representative on the Student Advisory Council for the Massachusetts Board of Higher Education.

In order to serve as president of Senate, the member cannot be the president of another club recognized by the Senate

In order to serve as president of Senate, the member must be a member of the senate for at least one semester

b. Vice President

Elected by the membership of Student Senate at Bristol Community College

Represents and reflects the views of the Bristol Community College student body

Upholds the Senate Constitution

Serves on campus-wide committees as needed

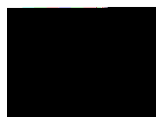
Oversees special elections with Senate Advisor

Maintains all Senate records and amendments to the constitution

Calls role at all open Senate meetings

Takes minutes at all Senate related meetings and events and distributes minutes to the executive board for voting

Works with President to coordinate all Senate related conferences, orientation programs, socials and retreats



Oversees administrative operations of Senate, including, but not limited to attendance for all senate meetings and events, office hours, disciplinary issues and attendance at campus-wide events

Coordinates the Senate meeting schedule each semester and coordinates any ad hoc committee meetings

In order to serve as vice president of Senate, the member must be a member of the senate for at least one semester

Attends all Senate meetings as a voting member

c. Chair of Finance

A Senate member is appointed to the position through an application and interview process by the current members of Executive Board after the Executive Board elections

Represents and reflects the views of the Bristol Community College student body

Upholds the Senate Constitution

Meets with the President of Senate and any other administrators as needed

Works with Student and Family Engagement professional staff to distribute and track allocated funding to recognized campus clubs

Tracks and reports on all allocated funding and Senate budgets and spending

Keeps contact information for all recognized clubs



Communicates regular budget updates to all members of recognized clubs' leadership and advisors

Attends all Senate meetings as a voting member

d. Chair of Public Affairs

A Senate member is appointed to the position through an application and interview process by the current members of Executive Board after the Executive Board elections

Represents and reflects the views of the Bristol Community College student body

Upholds the Senate Constitution

Executes and oversees all correspondence and marketing for Student Senate

Regularly updates the Senate area of the Bristol Community College Website

Communicates and posts approved Senate minutes for members of the Bristol Community

Responsible for creating a semester-long marketing plan and short-term marketing plans for special events

Responsible for the branding of Senate

Meets with members of the Bristol Community College Marketing and Communications team as needed

Attends all Senate meetings as a voting member

e. Chair of Student Engagement





Elected by the membership of Student Senate at Bristol Community College

Represents and reflects the views of the Bristol Community College student body

Upholds the Senate Constitution

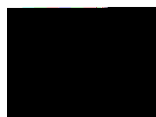
Serves as a direct student liaison between Senate membership and Student Services and Enrollment Management

Meets with Director of Student and Family Engagement bi-weekly

Attends all Senate meetings as a voting member

f. Chair of Academic Affairs

Elected by the membership of Student Senate at Bristol Community College



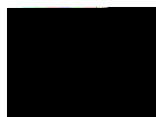
- c. Complete office hours
  - d. Elected by the membership of Student Senate at Bristol Community College
  - e. Represents and reflects the views of the Bristol Community College student body
  - f. Upholds the Senate Constitution
  - g. Serves on campus-wide committees as needed
4. There is a total of 5 Campus Coordinators representing students at each Bristol Community College location: Fall River, Attleboro, Taunton, New Bedford and Online. Each Campus Coordinator has but are not limited to the following responsibilities:
- a. Attend Senate meetings as a voting member
  - b. Meet bi-weekly with Senate Advisor
  - c. Complete office hours
  - d. Elected by the membership of Student Senate at each Bristol Community College location
  - e. Meets regularly with Bristol campus leadership and members of the campus Dean's Office
  - f. Represents and reflects the views of the Bristol Community College student body
  - g. Upholds the Senate Constitution
  - h. Serves on campus-wide committees as needed

## **Article IV – Meetings of the Student Senate**

- A. The Student Senate shall meet once every week at a time when no courses are scheduled to allow students to attend, during the academic year, except during recesses, which are voted by the Senate.



B. The Student Senate at its first regular meeting of each semester shall determine the time and

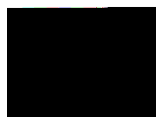




5. Student Senators holding any official position on a campus club or organization may not vote on any matter pertaining to that club or organization and must leave the room during the time of vote. However, they may present on behalf of their club or organization.

## Article V- Student Senate Advisor & Ex Officio Members

- A. Up to two (2) advisors shall be selected by 2/3 vote of Student Senate elected officials. The



C. Any Nominees must file proper nomination paperwork with Election Committee with no fewer than 15 signatures of current Bristol Community College students.

1. Papers must be submitted one week prior to the date of the election established by the Election Committee.
2. All nominees must meet the qualifications to participate in Student Senate before they can be put on the ballot.

D. Elections will be held online, except for appointed positions

1. In the event online voting cannot take place, elections will be held with paper ballots in designated locations throughout campus.

E. Results will be tabulated by the Elections Committee and supervised by the advisor of Student Senate or designee. Results will be made public within forty-eight hours of the election date.

F. A candidate will be declared elected when they receive notification that they have received a majority of the votes cast for each particular position.

1. In the event of a tie, candidates will be entered into a run-off election. They may choose to rewrite their platform statements and another election will be held to decide the office. The candidate with the majority of the vote will be declared the winner.

G. Voting Eligibility

1. A current semester enrollment list from the records office will be used to verify a voter's eligibility.
- 2.



## H. Special Elections and Interim Positions

1. Special elections shall be called as necessary at the discretion of the Student Senate.
2. Positions may be filled on an interim basis.
  - a. The Student Senate may appoint interim members to fill vacant seats



2. A Student Senator may be removed for cause by a 2/3 vote of Senators presently seated, quorum must be met. Cause may be defined as actions inconsistent with the role of Student Senate, including but not limited to the following areas:

- a. Any form of physical or verbal abuse upon another senator, student, faculty member, or ancillary staff of Bristol, whether in person or by social media.
- b. A lack of consistent participation
- c. Misrepresentation of matters relating to the Student Senate
- d. Failure to follow proper protocol
- e. Failure to adhere to the attendance policy of the Student Senate's regular meeting.

3. Any appeal of a Student Senate's decision to be removed must be made in writing and delivered to the Advisor of Student Senate no later than 15 business days from the vote

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- a.





- A. Elections Committee
  - 1. All elections will be run by the Elections Committee.
  - 2. The Vice President will Chair the Elections Committee or a student who has committed to not run for a USG position for the following academic year and is appointed by the outgoing Vice President, will chair this committee.
- B. The Senate shall have the right to establish and control such ad hoc committees as it deems necessary provided only that the jurisdiction of the committee be clearly stated. Such committees shall report regularly to the Senate. The Senate has the right to appoint a chairperson for such a committee

## Article IX- Parliamentary Procedure

- A. The parliamentary authority in all matters pertaining to the operation shall be derived from Robert's Rules of Order, Newly Revised.

## Article X- Amendments

- A. The Student Senate at Bristol Community College reserves the right to amend the Constitution
  - 1. An amendment process is initiated by a majority vote of the full Senate
  - 2. All amendments must be approved by the President of Bristol Community College
  - 3. All amendments must be made available for one full week to the Bristol Community College community
  - 4. 2/3 vote of the Senate certifies any such amendments
  - 5. Editorial changes may be made at the discretion of the Executive Board

## Article XI- Bylaws

- A. Bylaws are the day-to-day amendable items that give context to the laws of the constitution.
- B. Bylaws may be added or removed by a simple majority of the Student Senate.



C. Bylaws do not have to be published before being changed.

