Constitution for
Associated Students of the University of Hawai‘i- Hawai‘i Community College

STUDENT GOVERNMENT

PREAMBLE

We, the students of the University of Hawai‘i - Hawai‘i Community College, by the authority of the Board of Regents of the University of Hawai‘i, and in order to carry out functions or operations on behalf of the University for the purpose of serving the entire student body of Hawai‘i Community College, do hereby establish this Constitution for the Associated Students of the University of Hawai‘i - Hawai‘i Community College.

ARTICLE ONE - NAME

The official name of this organization shall be Associated Students of the University of Hawai‘i - Hawai‘i Community College, officially abbreviated as ASUH-Hawai‘iCC.

ARTICLE TWO - EQUAL OPPORTUNITY

ASUH-Hawai‘iCC, and any organization within its authority, shall not discriminate on the basis of race, religion, color, sex, national origin, age, disability, ancestry, marital status, sexual orientation, gender identity, veteran’s status, or arrest and court record.

ARTICLE THREE - AUTHORITY

ASUH-Hawai‘iCC is a chartered student organization (CSO) authorized by the Board of Regents (BOR) of the University of Hawai‘i to carry out the functions or operations on behalf of the University for the purpose of serving the entire student body of Hawai‘i Community College.

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ARTICLE FOUR - CONSTITUENCY

Any student who is enrolled in one (1) credit or more at Hawai‘i CC is a constituent of ASUH-Hawai‘iCC. Membership to the constituency shall automatically cease upon termination of enrollment.

ARTICLE FIVE - PURPOSE AND FUNCTIONS

Section A. Purposes

1. The Hawai‘iCC Student Government is the governing body, legislative assembly of Hawai‘iCC.
2. The Student Government shall be responsible for the enforcement of the ASUH-Hawai‘iCC Constitution and perform all duties and responsibilities assigned with the governing documents while promoting students to participate in student conduct code, policy, leadership, and advocacy.
3. The Student Government shall maintain full authority over ASUH-Hawai‘iCC funds and assets.

Section B. Functions

1. Represent all Hawai‘iCC students.
2. Enforce this constitution and the By-Laws.
3. Adopt an annual budget no later than (30) days before the start of the Fall semester and maintain its expenditures.
4. Investigate, hear, and/or report on matters that are related to students, faculty, staff, and administration of Hawai‘i CC.
5. Fill open positions as needed.
6. Advocate for the student body and Hawai‘i CC at the campus and UH system levels.
7. Practice responsible and ethical fiscal stewardship of the mandatory student fees collected each semester.
8. Provide a student-centric, transparent government. To inform and encourage student participation, the Student Government shall make available to student body fiscal records, meeting agendas and minutes, and governing documents.
9. Be responsible for the general welfare and development of the Hawai‘iCC student body.
10. Any matter not covered in this Constitution can be resolved by a simple majority vote of ASUH-Hawai'iCC.

11. Appoint, subject to a three-fourths (3/4) majority vote of the Senate, the Lead Faculty/Professional Staff Advisor of ASUH-Hawai'iCC, no later than (30) days before the start of the Fall semester, and as needed should position become vacant before the end of the term.

ARTICLE SIX - TERM OF OFFICE, VACANCIES, & ELIGIBILITY

Section A. Term of Office

1. The term in office shall be from June 1 of the year preceding the Academic Year to June 15 of the following year to allow for overlap. (For example, June 1, 2019 to June 15, 2020).
2. The term shall be divided into three semesters: Summer, Fall, and Spring.
3. All members shall be limited to serve a maximum of two (2) years consecutively in the same position.

Section B. Vacancies

1. Fill all positions as needed.
2. Should any vacancies occur, appointments to fill that vacant position(s) shall be made as soon as possible.

Section C. Eligibility of ASUH-Hawai'iCC Officers

1. The officer’s home campus must be Hawai'iCC.
2. Members must maintain a minimum cumulative GPA of 2.50 while serving in ASUH-Hawai'iCC.
3. Members must be registered for at least three (3) credit hours. Members must be in good academic and disciplinary standing during candidacy and term in office.

ARTICLE SEVEN: COMPOSITION & DUTIES

Section A. Composition

The ASUH-Hawai'iCC Student Government shall be composed of the following:
1. The President shall:
   a. Be the Chief Executive Officer of ASUH-Hawai’iCC.
   b. Preside over all ASUH-Hawai’iCC meetings.
   c. Vote only in case of a tie.
   d. Be responsible for enforcing the ASUH-Hawai’iCC constitution and its governing documents.
   e. Make appointments in which a simple majority vote of the Student Government is needed.
   f. Represent in all official dealings with the University Administration.
   g. Approve the excused absence of an Executive Officer or Senator.
   h. Acceptance of oath of office following induction.

2. The Vice President shall:
   a. In the absence of the President, perform the duties of the President.
   b. In the case of a Presidential vacancy, assume the Presidency and serve out the remainder of the term.
   c. Assist the President with the mentoring and training all new members.
   d. Serve as the Sergeant-At-Arms to keep the meetings in order.
   e. Mentor and train all new members.
   f. Perform all other related duties as assigned by the President.
   g. Acceptance of oath of office following induction.

3. The Secretary shall:
   a. Take notes during meetings, official minutes and prepare meeting agendas.
   b. Maintain accurate and complete records and documents.
   c. Make all records and documents available to all ASUH-Hawai’iCC Members.
   d. Be responsible for the intergroup communications required to coordinate meetings, events, and daily business of ASUH-Hawai’iCC.
   e. Prepare and keep an event calendar of all meetings, programs, and events.
   f. Create and maintain archives.
   g. Acceptance of oath office following induction.

4. The Treasurer shall:
   a. Be responsible for the processing of all fiscal documents.
   b. Maintain all ASUH-Hawai’iCC fiscal records.
   c. Provide monthly fiscal report to the board.
   d. Create and maintain archives.
   e. Acceptance of oath of office following induction.

5. The Senators shall:
   a. Assist with recruiting new members and volunteers.
b. Chair an ASUH-Hawai’iCC committee or be assigned to work with executive members on specific activities, functions, tasks, or other ASUH-Hawai’iCC projects.
c. Acceptance of oath of office following induction.

ARTICLE EIGHT: QUORUM

Quorum shall consist of a simple majority of the seated Senate members.

ARTICLE NINE: REMOVAL

1. An Executive member or Senator shall be removed if he/she misses two regularly scheduled meetings or functions without an accepted excuse.
   a. The President shall determine if an absence is excused or unexcused. In the event of a disputed absence, the Senate shall make the final decision by a simple majority vote.
   b. The Senate shall determine if any absence by the President is unexcused or excused by a simple majority vote. This shall take place in a closed ballot vote.
2. An Executive Officer or Senator shall be removed if he/she knowingly violates the Constitution, Bylaws, or Student Conduct Code or oath of office as determined by a three-fourths (3/4) majority vote of the Senate.

ARTICLE TEN: AMENDMENTS

Section A. Methods

This Constitution may be amended by

1. A proposal submitted to the Senate in the form of a petition signed by at least five ASUH-Hawai’iCC constituents. The Senate shall then vote on the proposed amendment within ten (10) business days. An amendment must be ratified by a three-fourths (3/4) vote of the Senate.
2. A Constitutional Convention may be called when deemed necessary by the Senate, for the purpose of reviewing and updating the ASUH-Hawai’iCC Constitution. The Constitutional Convention shall convene at least two months before a regularly scheduled or special election. Any proposed amendments shall be placed on a ballot to be voted on during the regular election or special election. A simple majority vote shall pass any

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proposed Constitutional amendments provided that at least ten percent of the Hawai‘iCC student body have voted in the election.

ASUH-HAWA‘I CC PRESIDENT  01/27/2020  DATE

HAWA‘I CC VICE CHANCELLOR OF STUDENT AFFAIRS  2/3/2020  DATE

HAWA‘I CC CHANCELLOR  2/3/2020  DATE