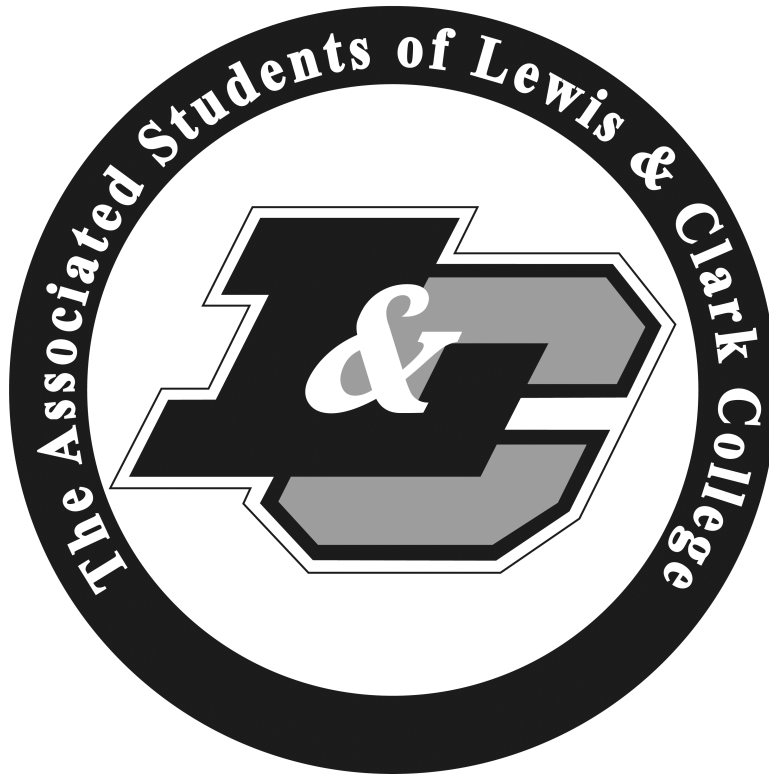


Constitution

The Associated Students of Lewis & Clark College



The Associated Students of Lewis & Clark College

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Note: The Associated Students of Lewis & Clark College is the representative governing body of all students who are enrolled at Lewis & Clark College's College of Arts and Sciences (CAS).

1 **Preamble**

2 *We, the students of Lewis & Clark College, recognize the Associated Students of Lewis &*
 3 *Clark College (hereinafter referred to as ASLC) as the official body to facilitate better*
 4 *communication between students, the faculty, the administration, and the Lewis & Clark College*
 5 *community at large. The ASLC, in its various forms and bodies, shall assist student*
 6 *organizations in their efforts by providing financial resources and institutional support, as well*
 7 *as provide an open forum for students to actively address their concerns and grievances. The*
 8 *ASLC, in conjunction with the larger College community, shall maintain the standards of the*
 9 *student community.*

10
 11 **Article I – Rights of Students**

- 12 1. All students have the right to a student government that strives to be responsive, fair, and
 13 to advocate for their needs.
- 14 a. All ASLC activities shall aim to be diverse, representative and transparent in their
 15 programs and business.
- 16 b. All boards, commissions, and committees shall have open procedures for
 17 applicants and an equitable procedure for selection of applicants.
- 18 c. All students have the right to request a hearing by the Peer Review Authority
 19 (PRA) concerning violations of the College’s Code of Conduct, excluding issues
 20 of Academic Dishonesty, Sexual Misconduct, or Discrimination.
- 21 2. All of the pursuits of the ASLC shall strive to serve the student body while upholding
 22 these rights.

23
 24 **Article II – The Student Senate**

- 25 1. Membership
- 26 a. The Student Senate (hereinafter the Senate) shall be comprised of four (4) elected
 27 representatives from each class (hereinafter Senators).
- 28 b. There shall be the following Senate officers elected by the student body:
- 29 i. President
- 30 ii. Vice President
- 31 iii. Treasurer
- 32 iv. Student Organization Coordinator
- 33 v. Community Relations Coordinator
- 34 vi. Student Academic Affairs Board Chair
- 35 vii. Chief Justice
- 36 c. The aforementioned elected officers, with the exception of the Student Academic
 37 Affairs Board Chair and Chief Justice, shall compose the Cabinet.
- 38 d. There shall be special Representatives, Delegates, and Liaisons in the Senate that
 39 are either elected or appointed by their respective constituencies that represent
 40 specialized segments of the student body.
- 41 i. International Students of Lewis & Clark College (ISLC) Representative
- 42 ii. Student Athlete Advisory Committee (SAAC) Representative
- 43 iii. Student Media Board (SMB) Delegate
- 44 iv. Multicultural Club Consortium (MCC) Delegate
- 45 v. Student Alumni Association (SAA) Liaison
- 46 vi. Campus Activities Board (CAB) Liaison

- 1 vii. Collins View Neighborhood Association (CVNA) Liaison
 2 e. Members of the Senate’s committees, boards, and commissions are considered
 3 agents of the Senate. These members cannot vote in the Senate unless they are
 4 also duly elected or appointed Senators or Representatives.
 5 f. Student members of any All-College committee are considered agents of the
 6 Senate and must submit regular reports on the work of the All-College committee
 7 they are serving on. All-College committee student members cannot vote in the
 8 Senate unless they are also duly elected or appointed Senators or Representatives.
 9 g. The Director of Student Activities or any member of the Faculty or
 10 Administration that the Director of Student Activities designates shall serve as the
 11 Advisor of the Senate and Cabinet. The Advisor shall also act as an *ex officio*,
 12 non-voting, member of the Senate and Cabinet, as well as all of the Senate’s
 13 committees and boards.

14 2. Officers

15 a. **President**

16 i. Qualifications

- 17 1. The President shall be an enrolled full-time Lewis & Clark College
 18 student in good disciplinary and academic standing with the
 19 College, subject to review by the Advisor of the Senate and
 20 Cabinet.
 21 2. The President shall have at least one (1) year of prior experience in
 22 the Senate.
 23 a. Candidates may request that the one (1) year requirement
 24 be waived, subject to approval of the Advisor of the Senate
 25 and Cabinet prior to the election in which the candidate
 26 intends to run for President.
 27 b. In the event of the one (1) year requirement being waived,
 28 the candidate for President must have at least one (1) year
 29 experience in a standing committee, *ad hoc* committee, or
 30 the Peer Review Authority. This requirement cannot be
 31 waived.
 32 3. Candidates for President must obtain one hundred (100) signatures
 33 from members of the student body in support of their candidacy.

34 ii. Responsibilities

- 35 1. Shall serve as a non-voting member of the Senate.
 36 2. Shall only serve as a voting member of the Cabinet in the place of
 37 a tie.
 38 3. To call and preside over meetings of the Cabinet.
 39 4. To call, in cooperation with the President of the College or
 40 Provost, and jointly preside over Meet and Confer sessions with
 41 the College’s Executive Council and/or Operations Council.
 42 5. To act as a liaison between the student body and both the Faculty
 43 and Administration.
 44 6. To monitor the actions of the Faculty and Administration to ensure
 45 students’ rights are preserved.
 46 7. To establish *ad hoc* committees at his/her own discretion.

- 1 8. To meet one-on-one with the President of the College regularly,
- 2 subject to the schedule of the President.
- 3 9. To meet one-on-one with the Dean of Students regularly, subject to
- 4 the schedule of the Dean of Students.
- 5 10. Shall be one of the two student representatives to the Lewis &
- 6 Clark College Board of Trustees.
- 7 11. To report to the Senate all matters concerning the student body that
- 8 arise from open discussions, including any meetings with Faculty,
- 9 Administrators, and Trustees.
- 10 12. Shall address the student body at-large in a well-publicized State of
- 11 the Student Body address at least two weeks before the end of the
- 12 spring semester.
- 13 13. To supervise the transition of the Cabinet from year to year.
- 14 14. To be responsible for passing all records of the Senate to the
- 15 succeeding President.
- 16 15. Shall assume the full mantle of powers and responsibilities of the
- 17 office of President upon the conclusion of the College’s Annual
- 18 CAS Commencement exercises.

19 iii. Vacancy

- 20 1. In the event that the position of President becomes vacant, the Vice
- 21 President shall assume the position for the remainder of the
- 22 academic year. S/He shall be subject to all of the presidential
- 23 responsibilities outlined in this Article, with the exception of the
- 24 one (1) year qualification requirement. The assumption of the
- 25 Presidency is not subject to review or approval by the Senate.
- 26 2. If the President is unable to fulfill the duties of their office, they
- 27 may not serve in that position.
- 28 3. In the event that the President, having assumed the position from
- 29 the position of Vice President, has his or her position terminated,
- 30 an interim chair shall be appointed by a two-thirds (2/3) majority
- 31 of the Senate, during which time the interim chair shall assume all
- 32 of the responsibilities of the Presidency until the time whereupon
- 33 the Senate may call for elections for President. Elections must be
- 34 held no later than three (3) weeks following the vacancy. After the
- 35 election, the interim chair will surrender all interim responsibilities
- 36 to the newly elected President and return to his or her previous
- 37 post.

38 b. Vice President

39 i. Qualifications

- 40 1. The Vice President shall be an enrolled full-time Lewis & Clark
- 41 College student in good disciplinary and academic standing with
- 42 the College, subject to review by the Advisor of the Senate and
- 43 Cabinet.
- 44 2. The Vice President shall have at least one (1) year of prior
- 45 experience in the Senate.

- a. Candidates may request that the one (1) year requirement be waived, subject to approval of the Advisor of the Senate and Cabinet prior to the election in which the candidate intends to run for Vice President.
- b. In the event of the one (1) year requirement being waived, the candidate for Vice President must have at least one academic year experience in a standing committee, *ad hoc* committee, or the Peer Review Authority. This requirement cannot be waived.

3. Candidates for Vice President must obtain one hundred (100) signatures from members of the student body in support of their candidacy.

ii. Responsibilities

- 1. Shall only serve as a voting member of the Senate in the place of a tie.
- 2. Shall serve as a voting member of the Cabinet.
- 3. Shall preside over the Senate.
- 4. To assist in the planning and arrangement of the leadership training programs offered by the College prior to the beginning of each semester.
- 5. Plan and arrange a Senate leadership retreat prior to the start of each semester.
- 6. Assign Senators to all Senate standing committee positions, with consideration of specific Senator’s skills, preferences, experience and the needs of the Senate.
- 7. Shall work with the Senate’s Secretary to maintain the ASLC and Senate websites up to date.
- 8. To preside over the Cabinet in the absence of the President or if the President has to recuse him or herself to avoid conflict of interest.
- 9. To assume the Presidency if the President is unable to perform his or her duties.

iii. Vacancy

- 1. In the event of the position of Vice President becoming vacant, the President will appoint a qualified student to fill the position. This appointment must be approved by a two-thirds (2/3) majority of the Senate.
- 2. If the Vice President is unable to fulfill the duties of their office, they may not serve in that position.

c. **Treasurer**

i. Qualifications

- 1. The Treasurer shall be an enrolled full-time Lewis & Clark College student in good disciplinary and academic standing with the College, subject to review by the Advisor of the Senate and Cabinet.
- 2. The Treasurer shall have at least one (1) semester of prior experience in the Senate.

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a. Candidates may request that the one (1) semester requirement be waived, subject to approval of the Advisor of the Senate and Cabinet prior to the election in which the candidate intends to run for Treasurer.

- 3. Candidates for Treasurer must obtain one hundred (100) signatures from members of the student body in support of their candidacy.
- 4. The Treasurer shall not be an officer of any ASLC funded organization while serving as Treasurer.

ii. Responsibilities

- 1. Shall serve as a voting member of the Senate.
- 2. Shall serve as a voting member of the Cabinet.
- 3. Shall chair the Finance Committee.
- 4. Shall appoint members of the Finance Committee, subject to confirmation by the Senate.
- 5. Shall appoint an administrative assistant to support the work of the Finance Committee, subject to confirmation by the Senate.
- 6. Shall manage the student fee allocated to ASLC by Lewis & Clark College in accordance with the Finance Committee Bylaws.
- 7. Shall be a liaison to the College’s Business Office and will advise recognized student organizations on the status of their individual accounts when necessary.
- 8. Shall authorize all expenditures by recognized student organizations.
- 9. Responsible for maintaining all Senate financial records and coordinating the management and disbursement of all funds allocated to ASLC by the College.
- 10. May impose an interim freeze on the budgeted funds for any recognized student organization, subject to review by the Senate.
- 11. Shall close all ASLC allocated accounts and submit a final report to the Senate and the College’s Business Office.
- 12. Shall serve as a non-voting member on the Student Organizations Committee and prepare the Senate’s funding proposals.
- 13. To preside over the Senate in the absence of the Chief Justice and Vice President or if the Chief Justice and Vice President have to recuse themselves to avoid conflict of interest.

iii. Vacancy

- 1. In the event of the position of Treasurer becoming vacant, the President will appoint a sitting member of the Finance Committee to fill the position. This appointment must be approved by a two-thirds (2/3) majority of the Senate.
- 2. If the Treasurer is unable to fulfill the duties of their office, they may not serve in that position.

d. **Community Relations Coordinator**

i. Qualifications

- 1. The Community Relations Coordinator shall be an enrolled full-time Lewis & Clark College student in good disciplinary and

academic standing with the College, subject to review by the Advisor of the Senate and Cabinet.

- 2. The Community Relations Coordinator shall have at least one (1) semester of prior experience in the Senate.
 - a. Candidates may request that the one (1) year requirement be waived, subject to approval of the Advisor of the Senate and Cabinet prior to the election in which the candidate intends to run for Secretary.
- 3. Candidates for Community Relations Coordinator must obtain one hundred (100) signatures from members of the student body in support of their candidacy.

ii. Responsibilities

- 1. Shall serve as a voting member of the Senate.
- 2. Shall serve as a voting member of the Cabinet.
- 3. Shall chair the Community Relations Committee.
- 4. Shall appoint members of the Community Relations Committee, subject to confirmation by the Senate.
- 5. Shall promote College and Community relations.
- 6. Shall assist the Senate, recognized student organizations with on- and off-campus outreach and publicity.
- 7. To preside over the Senate in the absence of the Chief Justice, Vice President, and Treasurer or if the Chief Justice, Vice President, and Treasurer has to recuse themselves to avoid conflict of interest.

iii. Vacancy

- 1. In the event of the position of Community Relations Coordinator becoming vacant the President will appoint a sitting member of the Community Relations Committee to fill the position. This appointment must be approved by a two-thirds (2/3) majority of the Senate.
- 2. If the Community Relations Coordinator is unable to fulfill the duties of their office, they may not serve in that position.

e. Student Organizations Coordinator

i. Qualifications

- 1. The Student Organizations Coordinator shall be an enrolled full-time Lewis & Clark College student in good disciplinary and academic standing with the College, subject to review by the Advisor of the Senate and Cabinet.
- 2. The Student Organizations Coordinator shall have at least one (1) semester of prior experience in the Senate.
 - a. Candidates may request that the one (1) year requirement be waived, subject to approval of the Advisor of the Senate and Cabinet prior to the election in which the candidate intends to run for Student Organizations Coordinator.
- 3. Candidates for Student Organizations Coordinator must obtain one hundred (100) signatures from members of the student body in support of their candidacy.

1 ii. Responsibilities

- 2 1. Shall serve as a voting member of the Senate.
- 3 2. Shall serve as a voting member of the Cabinet.
- 4 3. Shall chair the Student Organizations Committee.
- 5 4. Shall appoint members of the Student Organizations Committee,
- 6 subject to confirmation by the Senate.
- 7 5. Shall facilitate budget clinics and organization orientations for
- 8 registered student organizations each semester in coordination with
- 9 the Office of Student Activities.
- 10 6. Shall be responsible for reviewing and managing the constitutions
- 11 and budgets for all recognized student organizations.
- 12 7. Shall be responsible for maintaining an open dialogue with all
- 13 recognized student organizations.
- 14 8. To preside over the Senate in the absence of the Chief Justice, Vice
- 15 President, Treasurer, and Community Relations Coordinator or if
- 16 the Chief Justice, Vice President, Treasurer, and Community
- 17 Relations Coordinator has to recuse themselves to avoid conflict of
- 18 interest.

19 iii. Vacancy

- 20 1. In the event of the position of Student Organizations Coordinator
- 21 becoming vacant, the President will appoint a sitting member of
- 22 the Student Organizations Committee to fill the position. This
- 23 appointment must be approved by a two-thirds (2/3) majority of
- 24 the Senate.
- 25 2. If the Student Organizations Coordinator is unable to fulfill the
- 26 duties of their office, they may not serve in that position.

27 **f. Student Academic Affairs Board Chair**

28 i. Qualifications

- 29 1. The Student Academic Affairs Board (SAAB) Chair shall be an
- 30 enrolled full-time Lewis & Clark College student in good
- 31 disciplinary and academic standing with the College, subject to
- 32 review by the Advisor of the Senate and Cabinet.
- 33 2. The SAAB Chair shall have at least one (1) semester of prior
- 34 experience in the Senate.
- 35 a. Candidates may request that the one (1) year requirement
- 36 be waived, subject to approval of the Advisor of the Senate
- 37 and Cabinet prior to the election in which the candidate
- 38 intends to run for SAAB Chair.
- 39 3. Candidates for SAAB Chair must obtain one hundred (100)
- 40 signatures from members of the student body in support of their
- 41 candidacy.

42 ii. Responsibilities

- 43 1. Shall hold a voting seat in the Senate.
- 44 2. Shall chair the Student Academic Affairs Board.

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- 3. Shall be one of two student representatives on the College of Arts & Sciences Curriculum Committee, the other student representative being the College Honor Board Chair.
- 4. Shall be one of the two student representatives to the Board of Trustees.
- 5. Shall ensure that each academic department in the College of Arts & Sciences shall be represented on the Student Academic Affairs Board.
- 6. Shall appoint an administrative assistant to support the work of SAAB, subject to confirmation by the Senate.
- 7. Shall appoint a Tutoring Director at the beginning of the academic year to facilitate the SAAB Tutoring Program, subject to confirmation by the Senate.
- 8. Shall appoint a College Honor Board Chair at the beginning of the academic year to facilitate the College Honor Board, subject to confirmation by the Senate.
- 9. To preside over the Senate in the absence of the Chief Justice, Vice President, Treasurer, Student Organizations Coordinator, and Community Relations Coordinator or if the Chief Justice, Vice President, Treasurer, Student Organizations Coordinator, and Community Relations Coordinator has to recuse themselves to avoid conflict of interest.

iii. Vacancy

- 1. In the event of the SAAB Chair becoming vacant, the SAAB administrative assistant will become the SAAB Chair. This appointment must be approved by a two-thirds majority of the Senate.
 - a. Should there not be an administrative assistant or should s/he decline, the Chief Justice will convene the Student Academic Affairs Board and appoint a successor with a two-thirds (2/3) majority vote of the members of SAAB to serve the rest of the academic year.
- 2. If the SAAB Chair is unable to fulfill the duties of their office, they may not serve in that position.

g. Chief Justice

i. Qualifications

- 1. The Chief Justice shall be an enrolled full-time Lewis & Clark College student in good disciplinary and academic standing with the College, subject to review by the Advisor of the Senate and Cabinet.
- 2. The Chief Justice shall have at least one (1) semester of prior experience in the Senate.
 - a. Candidates may request that the one (1) year requirement be waived, subject to approval of the Advisor of the Senate

and Cabinet prior to the election in which the candidate intends to run for Chief Justice.

3. Candidates for Chief Justice must obtain one hundred (100) signatures from members of the student body in support of their candidacy.
4. Candidates for Chief Justice cannot be serving as a Resident Advisor during the academic year in which they would be potentially serving as Chief Justice.

ii. Responsibilities

1. Shall serve as a non-voting member of the Senate.
2. Shall serve as the Parliamentarian of the Senate and shall act as an advisor to the Senate, Cabinet and all committees on matters of interpretation of the Constitution and all Bylaws.
3. Shall chair the Peer Review Authority (PRA).
 - a. Shall chair one (1) of three (3) PRA Boards.
 - b. Shall appoint two (2) Associate Justices to chair each of the other two (2) PRA Boards, with a two-thirds (2/3) approval of the Senate.
4. Shall consult with the Dean of Students or designate on the disposition and adjudication of student disciplinary cases consistent with the Code of Conduct (as outlined in the *Pathfinder*).
5. Shall nominate PRA members for approval of the Senate.
6. Shall administer sanction(s) when respondents are found responsible for Code of Conduct violations by his or her PRA board in consultation with the Associate Justices and board advisor.
7. The Chief Justice shall convene a Constitutional Review Board that includes both Associate Justices to resolve constitutional disputes.
 - a. The Chief Justice shall appoint one standing member of the College Review Board and one (1) standing member of the College Honor Board to serve on the Constitutional Review Board.
 - b. A simple majority will decide decisions of the Constitutional Review Board.
8. Shall assume the responsibilities of the office of Chief Justice upon the conclusion of the College's Annual CAS Commencement exercises.

iii. Vacancy

1. In the event that the position of Chief Justice becomes vacant, the Associate Justices shall immediately convene the PRA to preside over the election of a new Chief Justice.
 - a. The voting members of the PRA from among its members or the presiding Associate Justices shall elect the replacement Chief Justice.

- 1 i. Each Senator, during their tenure, must serve on at least one (1) standing
2 committee, with four senators serving on each of the three (3) boards,
3 while four (4) senators remain at large and may be appointed to any
4 position the President deems necessary. Senators shall serve as the student
5 body's representative to any all-College committees requiring student
6 membership.
 - 7 1. Representation on All-College committee requires a simple
8 majority decision of the Senate.
 - 9 ii. Senators are elected to represent the voices of their constituents (i.e. class)
10 and the student body as a whole. Communication between Senators and
11 their constituents is essential.
 - 12 1. Senators must hold a minimum of two (2) caucus sessions with
13 their constituents per semester.
 - 14 2. Senators must hold two office hours a week in the ASLC Senate
15 Office.
 - 16 iii. Attendance at Senate meetings, standing committee meetings, and All-
17 College committee meetings (if so appointed) is mandatory and active
18 participation is required.
 - 19 1. Senators shall be allowed two (2) absences from Senate and
20 standing committee meetings per semester.
 - 21 a. The All-College committee chair shall determine
22 attendance guidelines for that committee's members.
 - 23 2. Acceptable reasons for absence, late arrival and early departure
24 will be determined at the Vice President's discretion.
 - 25 iv. Senators serve for one full academic year.
 - 26 v. Each Senator has one vote in the Senate.
 - 27 vi. The Senate shall present all legislation to the President for his or her
28 approval. If the President does not approve the legislation, the Senate may
29 choose to override his or her decision by a two-thirds (2/3) majority vote.
- 30 c. Vacancy
- 31 i. Any Senator who is unable to fulfill the duties of their office may not
32 serve in that position.
 - 33 1. In the event of a vacancy, the Vice President shall distribute
34 applications among the members of the class in which the vacancy
35 has occurred. The Vice President shall set a reasonable period of
36 time in which s/he can receive applications. After receiving the
37 applications, the Vice President shall deliver the completed
38 applications to the remaining Senators from the class where the
39 vacancy occurred. The remaining Senators from the class where
40 the vacancy occurred will vote to determine which applicant shall
41 be placed in nomination to fill the vacancy.
 - 42 2. Plurality is needed to place an applicant in nomination to fill the
43 vacancy. The Vice President shall vote if there is only one
44 remaining Senator or to break a tie. The nominee shall then be
45 approved by two-thirds (2/3) of the Senate at the next meeting of

1 the Senate at which the nomination is brought to the floor for
 2 approval.

3
 4 **5. Representatives, Delegates, and Liaisons to the Senate**

5 a. International Students of Lewis & Clark College (ISLC) Representative

6 i. Qualifications

- 7 1. The ISLC Representative shall be an enrolled full-time Lewis &
 8 Clark College student in good disciplinary and academic standing
 9 with the College.
 10 2. The International Students of Lewis & Clark College shall elect the
 11 ISLC Representative.

12 ii. Responsibilities

- 13 1. Shall serve as a voting member of the Senate.
 14 2. Shall serve as a liaison between the Senate and ISLC.
 15 3. Shall work to promote the interests of international students, Third
 16 Culture Kids (TCK) and American English Studies (AES) students
 17 in the Senate.

18 iii. Vacancy

- 19 1. Replacement of the ISLC Representative shall be determined by
 20 the ISLC.

21 b. Student Athlete Advisory Committee (SAAC) Representative

22 i. Qualifications

- 23 1. The SAAC Representative shall be an enrolled full-time Lewis &
 24 Clark College student in good disciplinary and academic standing
 25 with the College.
 26 2. The Student Athlete Advisory Committee shall elect the SAAC
 27 Representative.

28 ii. Responsibilities

- 29 1. Shall serve as a voting member of the Senate.
 30 2. Shall serve as a liaison between the Senate and Athletics.
 31 3. Shall work to promote the interests of student athletes and varsity
 32 athletics in the Senate.

33 iii. Vacancy

- 34 1. Replacement of the SAAC Representative shall be determined by
 35 the SAAC.

36 c. Multicultural Club Consortium (MCC) Delegate

37 i. Qualifications

- 38 1. The MCC Delegate shall be an enrolled full-time Lewis & Clark
 39 College student in good disciplinary and academic standing with
 40 the College.
 41 2. The officers of all of Lewis & Clark recognized multicultural
 42 organizations shall elect the MCC Delegate.

43 ii. Responsibilities

- 44 1. Shall serve as a non-voting member of the Senate.
 45 2. Shall serve as a liaison between the Senate and all recognized
 46 multicultural organizations.

- 1 3. Shall work to promote the interests of underrepresented students
- 2 and recognized multicultural organizations in the Senate.
- 3 4. Shall prepare the annual budget proposal for all multicultural
- 4 organizations to be presented to the Student Organizations
- 5 Committee.
- 6 5. Shall be responsible for distributing Multicultural Club
- 7 Consortium allocated funds appropriate to all recognized
- 8 multicultural organizations. This distribution shall be done with
- 9 approval of all the officers of all recognized multicultural
- 10 organizations.

11 iii. Vacancy

- 12 1. Replacement of the MCC Delegate shall be determined by the
- 13 officers of all of the recognized multicultural organizations.

14 d. Student Alumni Association (SAA) Liaison

15 i. Qualifications

- 16 1. The SAA Liaison shall be an enrolled full-time Lewis & Clark
- 17 College student in good disciplinary and academic standing with
- 18 the College.
- 19 2. The Student Alumni Association shall elect the SAA Liaison.

20 ii. Responsibilities

- 21 1. Shall serve as a non-voting member of the Senate.
- 22 2. Shall serve as a liaison between the Senate and Alumni & Parent
- 23 Programs.
- 24 3. Shall assist with the development and implementation of various
- 25 SAA programs and initiatives.

26 iii. Vacancy

- 27 1. The SAA Liaison replacement shall be appointed from within the
- 28 Student Alumni Association.

29 e. Student Media Board (SMB) Delegate

30 i. Qualifications

- 31 1. The SMB Delegate shall be an enrolled full-time Lewis & Clark
- 32 College student in good disciplinary and academic standing with
- 33 the College.
- 34 2. The Student Media Board shall elect the SMB Delegate.

35 ii. Responsibilities

- 36 1. Shall serve as a non-voting member of the Senate.
- 37 2. Shall serve as chair of the Student Media Board.
- 38 3. Responsible for the annual appointment, evaluation, and removal
- 39 of student media editors/directors/managers.
- 40 4. Shall prepare the annual budget proposal for all student media to
- 41 be presented to the Student Organizations Committee.
- 42 5. Shall be responsible for distributing Student Media Board allocated
- 43 funds appropriate to all student media outlets. This distribution
- 44 shall be done with approval of all student media
- 45 editors/directors/managers.

46 iii. Vacancy

- 1 1. Replacement of the SMB Delegate shall be determined by the
2 SMB.
- 3 f. Campus Activities Board (CAB) Liaison
- 4 i. Qualifications
- 5 1. The Campus Activities Board Liaison shall be an enrolled full-time
6 Lewis & Clark College student in good disciplinary and academic
7 standing with the College, subject to review by the Advisor of the
8 Senate and Cabinet.
- 9 2. The Campus Activities Board Liaison will be chosen from within
10 the Campus Activities Board by members of the Campus Activities
11 Board following the Spring Election.
- 12 ii. Responsibilities
- 13 1. The CAB Liaison is directly accountable to the Director of Student
14 Activities.
- 15 2. Shall chair the Campus Activities Board.
- 16 3. Shall assist in the selection of three to five (3-5) student
17 programmers. These programmers will also be directly
18 accountable to the Director of Student Activities.
- 19 4. Shall appoint members of the Campus Activities Board, subject to
20 the approval of the Senate.
- 21 iii. Vacancy
- 22 1. Replacement of the CAB Liaison shall be determined from with
23 the Campus Activities Board.
- 24
- 25 g. Collins View Neighborhood Association (CVNA) Liaison
- 26 i. Qualifications
- 27 1. The CVNA liaison shall be an enrolled full-time Lewis &
28 Clark College student in good disciplinary and academic
29 standing with the College.
- 30 2. The liaison must be able to attend all CVNA meetings for
31 the entire academic year.
- 32 3. The CVNA liaison shall be appointed by the President
33 subject to two-thirds (2/3) majority approval by the
34 Senate.
- 35 4. The CVNA liaison may be a member of the Senate
36 provided they meet the above requirements.
- 37 ii. Responsibilities
- 38 1. Shall serve as a non-voting member of the Senate.
- 39 2. Shall serve as a liaison between the CVNA and the Student Body.
- 40 3. Shall attend the Senate meeting prior to and following each CVNA
41 meeting.
- 42 4. Shall hold a student forum prior to each CVNA meeting in order to
43 gather student input on community issues.
- 44 iii. Vacancy
- 45 1. The President shall determine the CVNA Liaison
46 replacement.

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2 6. Secretary

3 a. Qualifications

- 4 i. The Secretary shall be an enrolled full-time Lewis & Clark College
5 student in good disciplinary and academic standing with the College.
6 ii. The Secretary of the Senate shall be selected from the Student Body by the
7 outgoing and incoming Cabinet before the end of the Spring Semester.
8 iii. The Secretary of the Senate is required to make a year -long commitment.

9 b. Responsibilities

- 10 i. Shall serve as a non-voting member of the Senate.
11 ii. Shall serve under the Vice President but be a resource for the entire
12 Cabinet and Senate.
13 iii. Shall be responsible for recording, tracking, and enforcing the attendance
14 policy of the Senate.
15 iv. Shall distribute all written legislation and items of official business that
16 have been submitted for the Senate's agenda, in accordance to the relevant
17 procedures outlined in the Senate Bylaws.
18 v. Shall record and distribute
19 the minutes of each meeting of the Senate, in accordance to the relevant
20 procedures outlined in the Senate Bylaws.

21 c. Vacancy

- 22 i. If the Secretary is absent for any meeting, the President will appoint a
23 Senate member to serve as Secretary for that meeting.
24 ii. In the event of the position of Secretary becoming vacant, the President
25 will appoint a qualified student to fill the position. This appointment must
26 be approved by a two-thirds (2/3) majority of the Senate.
27 iii. If the Secretary is unable to fulfill the duties of their office, they may not
28 serve in that position.
29

30
31 **Article III – Senate Committees**

- 32 1. There shall be only one chair for each standing committee.
33 2. Within the first two weeks of the start of the academic year, respective committee chairs
34 shall solicit applications and make appointments to their relevant committees.
35 3. The chair or any member of any standing committee shall not serve as a voting member
36 on two separate funding committees.
37 4. That chair of each standing committee shall submit a verbal report on the committee's
38 activity to the Senate at each meeting.
39 5. The Senate must approve all legislation proposed by any Senate committee by simple
40 majority.
41 6. The Senate shall have the following standing committees:
42 a. **Finance Committee**
43 i. Composition
44 1. Treasurer (serves as chair)
45 2. Administrative Assistant to the Treasurer
46 3. Advisor of the Senate and Cabinet (*ex officio*, non-voting member)

- 1 a. These appointments, and any subsequent appointments to
 2 fill vacancies, must be approved by a two-thirds (2/3)
 3 majority of the Senate.
- 4 ii. Functions
- 5 1. Authority to accept, reject and review student organization
 6 recognition in accordance with the Student Organizations
 7 Committee Bylaws.
- 8 2. Shall be responsible for allocating Student Fee funds to recognized
 9 student organizations as per the Bylaws of the Student
 10 Organizations Committee.
- 11 d. **Student Academic Affairs Board**
- 12 i. Composition
- 13 1. Student Academic Affairs Board Chair (serves as chair)
- 14 2. Administrative assistant (voting member)
- 15 3. Tutoring Director (non-voting member)
- 16 4. One (1) officially declared major from each academic department
 17 and one (1) officially declared minor from each academic
 18 department that does not offer a major.
- 19 a. Departmental student representatives shall be appointed by
 20 the Student Academic Affairs Board Chair and approved by
 21 the faculty of their respective departments.
- 22 5. Faculty Advisor (*ex officio*, non-voting member)
- 23 a. Shall be selected by the SAAB Chair in consultation with
 24 the Dean of the College of Arts & Sciences.
- 25 6. Advisor of the Senate and Cabinet (*ex officio*, non-voting member)
- 26 ii. Functions
- 27 1. Shall be responsible for considering academic issues.
- 28 2. Shall be responsible for soliciting, evaluating, and supporting
 29 proposals submitted by students for grants to support academic
 30 projects.
- 31 3. Shall be responsible for the SAAB tutoring program.
- 32
- 33 e. **Ad hoc Committees**
- 34 i. The President may establish *ad hoc* committees at his or her discretion.
- 35 ii. The Senate may establish an *ad hoc* committee at any time by a simple-
 36 majority vote.
- 37 iii. The President shall appoint all *ad hoc* committee chairs.
- 38 iv. *Ad hoc* committee chairs shall be responsible for appointing committee
 39 members.
- 40 v. *Ad hoc* committees may dissolve themselves, or may be dissolved by a
 41 two-thirds (2/3) majority vote of the Senate.
- 42

43 **Article IV – Peer Review Authority (PRA)**

- 44 1. Composition
- 45 a. The Chief Justice (serves as chair)
- 46 b. Two (2) Associate Justices

- 1 c. Director of Student Activities and additional Student Life staff members (non-
2 voting board advisors)
- 3 d. The PRA shall consist of at least fifteen (15) members as representatives of the
4 study body, with no less than three (3) from each class.
- 5 i. The Chief Justice shall solicit applications from the student body by the
6 fourth week of the academic year.
- 7 ii. The Chief Justice shall appoint qualified members from the applicant pool.
- 8 1. These appointments, and any subsequent appointments to fill
9 vacancies, must be approved by a two-thirds (2/3) majority of the
10 Senate.
- 11 vi. Members of the PRA cannot be serving as a Resident Advisor during the
12 academic year in which they would be serving as a member.
- 13 f. Vacancy
- 14 i. In the event that a member of the PRA is no longer able to serve, the Chief
15 Justice shall appoint a replacement.
- 16 1. These appointments, and any subsequent appointments to fill
17 vacancies, must be approved by a two-thirds (2/3) majority of the
18 Senate.
- 19 g. The PRA shall be divided into three (3) separate boards with five (5) PRA
20 members serving on each board.
- 21 i. Either the Chief Justice or one of the Associate Justices shall chair each
22 board.
- 23 2. Functions
- 24 a. The PRA is the student conduct review body established by ASLC and the
25 College to accomplish the following:
- 26 i. Adjudicate student conduct cases, which fall within its jurisdiction as
27 defined by the Code of Conduct.
- 28 ii. Shall resolve disputes within the student community in cases, which do
29 not involve violations of the Code of Conduct, in which, all parties must
30 agree to binding arbitration with no right of appeal.
- 31 iii. The PRA shall conduct hearings within its jurisdiction and assign
32 appropriate sanctions, if the respondent is found responsible, that are
33 consistent with the guidelines established in the Code of Conduct.
- 34 b. Requesting an Appeal
- 35 i. All members of the student body have the right to request to have an
36 appeal heard by the PRA in lieu of the Dean of Students, designate, or the
37 original hearing officer.
- 38 ii. Requests must be submitted, in writing, to the Chief Justice, Dean of
39 Students, and the original hearing officer within seventy-two (72) hours of
40 when the respondent received written notification of the sanction(s).
- 41 iii. All appeals shall be routed to the Associate Dean of Students for further
42 adjudication.
- 43 iv. Students may not request a hearing or appeal to the PRA involving
44 allegations of Academic Dishonesty, Sexual Misconduct, or
45 Discrimination.
- 46

1 **Article V – Rules of the Senate**

2 1. Attendance

3 a. Any member of the Senate who misses three (3) or more meetings per semester
4 without notifying the President will be replaced by a Cabinet appointment, until
5 the next official general election.

6 b. Senator Attendance

7 i. At the end of the semester, any Senator, having missed a majority of
8 meetings for that semester shall immediately lose their membership in the
9 Senate in full, regardless of prior notification.

10 ii. The Vice President will raise the question. Thereafter debate shall proceed
11 according to normal rules of debate. The Senator whose position is in
12 question shall be allowed to be present during the debate unless otherwise
13 decided by a simple majority of the Senate.

14 iii. The Senate may then vote on the question, and by a majority vote of the
15 Senate, shall the Senator in question resign their office.

16 c. Cabinet Member Attendance

17 i. At the end of the semester, any Cabinet member, having missed a majority
18 of meetings for that semester shall immediately lose their membership in
19 the Senate in full, regardless of prior notification.

20 ii. The Cabinet member may contest their expulsion through the request of an
21 existing Senator; the question may only be raised during Old/New
22 Business.

23 iii. Once raised, the question shall be immediately open to debate following
24 regular debate rules. The Cabinet member in question shall be allowed to
25 be present during the debate, unless otherwise decided by a simple
26 majority of the Senate.

27 iv. The Senate may then vote on the question, and by a two-thirds (2/3) vote
28 of the Senate, the Cabinet member in question shall resign their office.

29 2. Business of the Senate

30 a. The business of the Senate shall be conducted as outlined in the Senate Bylaws.

31 3. Impeachment

32 a. Grounds

33 i. If any voting or non-voting member of the Senate fails to meet their
34 respective qualifications as outlined in this Constitution, or is found in
35 grievous violation of the Code of Conduct.

36 ii. Impeachment is only considered by official student referendum.

37 1. A petition with at least five hundred (500) signatures in support of
38 the impeachment shall be submitted to the Secretary.

39 a. A simply majority of votes of the student body must be cast
40 in the affirmative for the impeachment to take effect.

41 iii. Impeachment procedures and practices will be carried out as prescribed by
42 the Bylaws of the Senate.

43 **Article VI – Student Fee**

44 1. Authority

- 1 a. The Student Senate has the authority to recommend changes to the annual
- 2 undergraduate student fee outside of the established Consumer Price Index (CPI)
- 3 increase.
- 4 b. Adjustments may not come into effect during the current academic year.
- 5 2. Adjustment Process
- 6 a. In order to adjust the student fee, the recommendation for adjustment must accord
- 7 to the following timeline:
- 8 i. The ASLC President must formally notify the Dean of Students and the
- 9 Vice-President of Business and Finance of the College that the Student
- 10 Senate will be seeking an adjustment in student fees no later than 1
- 11 November each year.
- 12 ii. The Student Senate must pass a resolution with its recommendation for
- 13 adjustments no later than 1 December of that same year so it can be
- 14 incorporated into the Executive Council of the College's annual budget.

16 **Article VII – Amendments**

- 17 1. May be proposed by any voting member of the Senate
- 18 a. Requires two-thirds (2/3) majority of voting Senators and Representatives present
- 19 to enter into effect.
- 20 2. May be proposed by any official student referendum.
- 21 a. A simple majority of votes of the student body must be cast in the affirmative for
- 22 the amendment to take effect.

24 **Article VIII – Enabling**

- 25 1. This Constitution and subsequent Bylaws, once adopted, hereby replace all other
- 26 previously dated Constitutions, Bylaws, Rules of Procedure and other official Governing
- 27 Documents of ASLC, and is the final authority regarding all Senate procedures. Once
- 28 adopted, constitutional elections will be held in a timely manner to fill all appropriate
- 29 positions. This Constitution will come into effect at the end of the semester.
- 30 2. In the event that any provision of this Constitution and subsequent Bylaws are found to
- 31 be inconsistent with any Lewis & Clark College policy or policy outlined in the
- 32 Pathfinder and/or student Code of Conduct, such provision will be reviewed by the
- 33 Advisor of the Senate and Cabinet and Vice President for relevance. If the inconsistency
- 34 is found to be relevant, the Constitutional Affairs Committee will modify the provision to
- 35 the extent necessary to be consistent with the policy outlined by College and in the
- 36 Pathfinder and/or student Code of Conduct.