

Constitution of the Associated Students of Monterey Peninsula College

Preamble

We, the students of Monterey Peninsula College, adopt this Constitution in order to provide students activities; support student organizations; effectively represent the interests of the student; increase cooperation between students, faculty, the administration and the community; provide a forum for the expression of student opinion; develop student initiative and responsibility; and insure equal rights for all students of Monterey Peninsula College.

Article I. Name

Section 1.01 To be known as the Associated Students of Monterey Peninsula College with the official abbreviation to be ASMPC

Article II. Rights of Students

Section 2.01 All Currently registered students of Monterey Peninsula College shall be members of the Associated Students of Monterey Peninsula College

Section 2.02 All members of the Associated Students of Monterey Peninsula College shall have the right to vote in all ASMPC elections.

Section 2.03 All students of Monterey Peninsula College are granted equal rights under the provisions of this Constitution. Rights to vote or hold office or otherwise participate in the government of the Associated Students of Monterey Peninsula College shall not be limited by the levying of fees or dues by the student government.

Section 2.04 Student Initiative Power – The students shall have the power to initiate any legislation by submitting a petition with signatures of two percent of the student body and having said petition voted on in a general election or special election to be held by a simple majority vote.

Section 2.05 Referendums – The students shall have the power to change or annul current legislation by submitting a petition with signatures of two percent of the student body and having said petition voted on in a general or special election to be approved and held binding by a simple majority vote.

Article III. ASMPC Council

Section 3.01 The Associated Students of Monterey Peninsula College shall have a government which shall consist of a Senate, consisting of ten Senators; an executive branch, consisting of the President and five Vice Presidents; a Justice Department, consisting of a Chief Justice and two Associate Justices; a Student Senate for California Community Colleges (SSCC) Representative; and a Student Governing Board member, Hereafter called the Student Trustee. Hereafter these shall collectively be referred to as the Council

Section 3.02 Policy on Meetings – The ASMPC Council shall meet weekly when school is in session during the fall semester, early spring semester and regular spring

semester. The first regular meeting of the fall semester shall be two weeks prior to the first week of classes. The Council shall meet at other times when pending business warrants. A regular meeting of Council is defined as the once weekly, formally scheduled, meeting of Council.

- A. The time and place of regular meetings must be set by resolution or in the Bylaws.
- B. All regular meetings of the ASMPC Council must be publicly announced at least seventy-two hours prior to the meeting in the available campus media.
- C. Agendas of all regular Council meetings must be made available to students seventy-two hours prior to the meeting.
- D. All ASMPC Council Members – the Executive Branch, Justice Department, Senate, SSSCC Representative and Student Trustee – must be informed of all Council meetings by e-mail and written notification.
- E. Notice of all Council meeting must be given in accordance with the Brown Act.
 - 1. Agenda must be posted at least seventy-two hours prior to a regular meeting.
 - 2. Agenda must be posted at least twenty-four hours prior to a special meeting.
 - 3. Agenda must be posted at least one hour prior to an emergency meeting.
- F. All meetings of the Council shall be open to the public.
- G. Emergency Sessions of Council – the President shall be able to call emergency sessions of the Council at any time other than a regularly scheduled Council meeting by obtaining the approval of a quorum of Senators. Senatorial approval need not be obtained in a regular meeting of Council.

Section 3.03 Attendance Policy of Council

- A. Any member of the ASMPC Council, with the exception of the Student Trustee, who misses, without valid excuse, more than a total of three regular meetings of Council, or two consecutive meetings of Council, per semester, or five (5) valid excuses per semester, shall be automatically removed from office.
 - 1. Any member of Council who violates the above attendance policy shall be officially removed from office when the meeting minutes from the meeting where the final attendance violation occurred are approved by the Senate
 - 2. Articles of impeachment need not be brought against members who are in violation of the above attendance policy.
 - 3. A Senate that retains members who are in violation of the above Attendance Policy shall be subject to challenge and invalidation by the Justice Department, until such time as the Constitution is upheld.

Section 3.04 Qualifications – All Members of the ASMPC Council shall be currently registered students of MPC carrying at least five units during the term of office while maintaining a 2.0 grade average.

Section 3.05 Term of Office – Term of office for members of Council is one year. The term of office for Council Members shall begin on the Monday following the MPC graduation ceremony that is held at the end of the spring semester.

- A. From the time that the new Council-Elect is declared, the Council Elect shall attend all regular Council meetings and shall be advised by the current Council as to the ways of ASMPC. This will be referred to as the transitional period.

- B. Attendance of the Council-Elect during the transitional period shall be recorded in the meeting minutes and absences shall be approved or disapproved by the current senate.
- C. Any member of the Council-Elect who misses, without valid excuse, more than a total of three regular meetings of Council, or two consecutive meetings of Council, during the transitional period, shall be prohibited from holding office and a replacement will be appointed at the beginning of the fall semester.

Section 3.06 Vacancies – Vacancies of Council, with the exception of Student Trustee, shall be filled by the President with approval of the Senate who shall confirm such nominations by a majority vote.

- A. The President shall submit a nomination to the Council within two weeks following the vacancy or else the Senate may nominate a successor.
- B. A vacancy in the position of Student Trustee shall be deemed to exist whenever the Student Trustee submits a resignation or is recalled by the enrolled students in accordance with procedures prescribed by the governing board
 - a. Any time a vacancy exists for the position of Student Trustee, except at the end of the regular term of office, the candidate with the second highest number of votes in the last election for the position of Student Trustee shall be appointed to the remainder of the term. If said candidate no longer attends MPC or no longer meets the qualifications, the student with the third highest number of votes shall be appointed to the remainder of the term. If neither candidate is able to fill the position then a new election will be held if the remainder of the term is at least six months from the time that the vacancy is declared. Otherwise, the ASMPC Council will be asked to name a replacement who meets all of the qualifications for Student Trustee.

Section 3.07 Records

- A. An accurate record of attendance will be kept for all meetings and include in the meeting minutes.
- B. The Council shall keep accurate financial records and minutes of all council meetings
- C. Agendas from all meetings shall be kept on file. Any member of ASMPC may examine these files; access shall not be denied to any ASMPC Council member.
- D. Copies of the latest minutes, agendas and financial statements of the ASMPC Council must be made available to any member of ASMPC no later than one week following each Council meeting.

Section 3.08 Each member of the Council may only hold one position on the Council

Section 3.09 All Council members are encouraged to represent the student body on MPC Campus Committees in addition to their normal duties if properly appointed and confirmed.

- A. When serving on an MPC Campus Committee, Council members shall be subject to the provisions of the Constitution and Bylaws of the Student Representation Council and shall attend all meetings of the Student Representation Council.

Article IV. Senate

Section 4.01 Senate Composition – The Senate shall be composed of ten students who shall be elected at large by the Associated Students.

Section 4.02 Quorum – A quorum consists of half of the Senate members who officially hold office plus one (1). In the absence of quorum, no votes shall be taken except to confirm an appointment to a vacancy in the Senate.

Section 4.03 Powers and Duties of the Senate

- A. Legislation – The ASMPC Senate shall set policies in all matters dealing with the general welfare of all MPC students.
- B. Appropriations – The ASMPC Senate shall appropriate funds, when needed, pertaining to the social, academic and/or cultural interests of the students of MPC.
- C. ASMPC Budget – The Senate shall approve or disapprove the budget of the ASMPC. The Senate shall have the power to amend the budget at any time, when deemed necessary, with the approval of the Justice Department.
- D. Veto Override – The Senate may override a Presidential veto with a two-thirds majority vote of the full Senate.

Section 4.04 Powers and Duties of Senators

- A. Shall count as part of quorum and have the right to vote in the Senate.
- B. Shall be empowered to introduce legislation to the Senate in the form of motions.
- C. Shall Chair or sit on at least two (2) Committees throughout their term in office.
- D. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular semester.

Article V. Executive Branch

Section 5.01 Composition – The Executive Branch shall consist of the President, The Vice President of Finance, the Vice President of Student Representation, the Vice President of Student Organizations, the Vice President of Student Activities and Vice President of External Affairs. All six members of the Executive Branch shall be elected large by the Associated Students.

Section 5.02 Powers and Duties of the President:

- A. Shall chair all meetings of the ASMPC Council
- B. Shall fulfill the powers and duties of the Vice President of Student Representation when necessary.
- C. Shall be the official representative of the student of MPC.
- D. Shall be ex-officio member of all ASMPC Committees and all Campus Committees
- E. Shall be empowered to introduce legislation to the Senate in the form of motions.
- F. Shall enforce Senate actions and see that senate directives and legislation are carried out.
- G. Shall work closely with the Vice President of Finance to create a budget to submit to the ASMPC Senate for their approval..
- H. Shall have the right to veto acts of the Senate. The President must veto action of the Senate at the meeting when the legislation was made, or else the legislation will stand. Amendments to the Constitution may not be vetoed.
- I. Shall have the right to veto the appointments to MPC Standing Committees made by the Vice President of Student Representation. The President must

veto the appointment at the meeting when the appointment is confirmed by the Senate or the appointment will stand.

- J. Shall make appointments to ASMPC Standing Committees and fill midyear vacancies in the ASMPC Council subject to confirmation by a majority vote of the Senate.
- K. Shall not count as a part of quorum but shall have the tie breaking vote in the Senate.
- L. Shall be designated the official representative of the ASMPC Council for the purpose of signing all financial transactions and legislation.
- M. Shall attend all meetings of the Student Representation Council as the ASMPC Representative
- N. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 5.03 Powers and Duties of the Vice President of Finance

- A. Shall fulfill the powers and duties of the President when necessary.
- B. Shall not count as part of quorum but shall have the right to vote in the Senate except when fulfilling the powers and duties of the President.
- C. Shall be ex-officio member of all ASMPC Committees.
- D. Shall be empowered to introduce legislation to the Senate in the form of motions.
- E. Shall create and submit a budget to the ASMPC Senate.
- F. Shall keep accurate records of all ASMPC financial transactions and give a financial report in writing at each ASMPC Council meeting.
- G. Shall attend and co-chair all meetings of the MPC Student Center Committee and report on SCC activities at each ASMPC Council meeting.
- H. Shall attend all meetings of the Student Representation Council as the Student Center Committee Representative.
- I. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 5.04 Powers and Duties of the Vice President of Student Representation

- A. Shall fulfill the powers and duties of the Vice President of Finance when necessary
- B. Shall not count as part of quorum but shall have the right to vote in the Senate.
- C. Shall be ex-officio member of all ASMPC Committees.
- D. Shall attend all regular meetings of the MPC Governing Board and give the ASMPC report as the official representative of the ASMPC Council.
- E. Shall be empowered to introduce legislation to the Senate in the form of motions.
- F. Shall appoint students to serve as student representatives on MPC Standing Committees subject to confirmation by the Senate.
 - 1. A nomination must be made and brought to the Senate for confirmation within two weeks of a vacancy or the President may nominate a representative subject to confirmation.
- G. Shall attend and chair all meetings of the Student Representation Council (SRC) in accordance with the SRC Constitution and Bylaws.
- H. Shall keep accurate records of all financial transactions of the Student Representation Council and report on SRC activities at each ASMPC Council meeting
- I. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 5.05 Powers and Duties of the Vice President of Student Organizations

- A. Shall fulfill the powers and duties of the Vice President of Student Activities
- B. Shall not count as part of quorum but shall have the right to vote in the Senate.
- C. Shall be ex-officio member of all ASMPC Committees.
- D. Shall be empowered to introduce legislation to the Senate in the form of motions.
- E. Shall attend and chair all meeting of the Inter Club Council (ICC) in accordance with the ICC Constitution and Bylaws.
- F. Shall keep accurate records of all financial transactions of the Inter Club Council and report on ICC activities at each ASMPC Council meeting.
- G. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 5.06 Powers and Duties of Vice President of Student Activities

- A. Shall fulfill the powers and duties of the Vice President of Student Organizations.
- B. Shall not count as part of quorum but shall have the right to vote in the Senate.
- C. Shall be ex-officio member of all ASMPC Committees.
- D. Shall be empowered to introduce legislation to the Senate in the form of motions.
- E. Shall attend and chair all meetings of the Associated Students Activities Council (AC) in accordance with the AC Constitution and Bylaws.
- F. Shall keep accurate records of all financial transactions of the Activities Council
- H. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 5.07 Powers and Duties of the Vice President of External Affairs

- A. Shall fulfill the powers and Duties of the SSCCC Representative when necessary.
- B. Shall not count as a part of quorum but shall have the right to vote in the Senate.
- C. Shall be ex-officio member of all ASMPC Committees.
- D. Shall be empowered to introduce legislation to the Senate in the form of motions.
- E. Shall attend and chair all meetings of the Marina Education Campus Council (MECC).
- F. Shall keep accurate records of all financial transactions of MECC.
- G. Shall attend at least one (1) class at the Marina Education Center.
- H. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Article VI. Judicial Branch

Section 6.01 Composition – The Justice Department shall be composed of one Chief Justice and two Associate Justices. All three members of the Judicial Branch shall be elected at large by the Associated Students.

Section 6.02 Powers and Duties of the Justice Department

- A. Shall review the constitutionality of all legislation passed by the Senate. A ruling of unconstitutionality makes an act null and void.
- B. Shall stand as the highest interpreter of the ASMPC Constitution and Bylaws, and the Constitutions and Bylaws of all ASMPC auxiliary organizations, ASMPC Standing Committees and MPC Student Organizations.
- C. Shall hear and act on student complaints in accordance with the student complaint procedures defined in the ASMPC Bylaws.
- D. Shall resolve disputes within the Associated Students when petitioned to do so.
- E. Shall have regularly scheduled meetings once a month during the fall semester, early spring semester and regular spring semester.
- F. Shall assist students with the MPC student grievance process.
- G. Shall have special meetings as often as necessary to insure the all pending business is conducted in a timely manner.

Section 6.03 Powers and Duties of the Chief Justice

- A. Shall preside over all meetings of the Justice Department.
- B. Shall present a report of all Justice Department activities and decisions at each regular Council meeting.
- C. Shall receive all complaints and suggestions.
- D. Shall present a report of all complaints and suggestions at each regular Council meeting and, when appropriate, at each Student Representation Council meeting.
- E. Shall be empowered to introduce legislation to the Senate in the form of motions.
- F. Shall serve as Parliamentarian and advise the ASMPC Council and ASMPC Auxiliary Organizations on the proper use of parliamentary procedure.
- G. Shall call special meetings of the Justice Department.
- H. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 6.04 Powers and Duties of Associate Justices

- A. Shall attend all meetings of the Justice Department.
- B. Shall assist the Chief Justice with all Justice Department Duties.
- C. Shall Chair or sit on at least on ASMPC Standing Committee throughout their term in office
- D. Shall be empowered to introduce legislation to the Senate in the form of motions.
- E. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Article VII. Student Senate for California Community Colleges Representative

Section 7.01 One person shall be elected at large to serve as representative to the California Student Association of Community Colleges (SSCCC).

Section 7.02 Powers and Duties of SSCCC Representative

- A. Shall fulfill the duties of Vice President of External Affairs when necessary.
- B. Shall attend Region IV meetings of the SSCCC the official ASMPC Delegate.
- C. Shall attend the SSCCC General Assemblies as the official ASMPC Delegate.
- D. Shall not count as quorum but shall have the right to vote in the Senate.
- E. Shall be empowered to introduce legislation to the Senate in the form of motions.
- F. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Section 7.03 Travel expenses for the SSCCC Representative shall be included in the ASMPC Council's portion of the ASMPC Budget or the Student Representation Fee Budget.

Article VIII. Student Trustee

Section 8.01 One person shall be elected at large to serve as the Student Trustee in accordance with Governing Board Policy (see appendix 1030).

Section 8.02 Powers and Duties of the Student Trustee

- A. Shall attend all governing board meetings.
- B. Shall not count as part of quorum but shall have the right to vote in the Senate.
- C. Shall be empowered to introduce legislation to the Senate in the form of motions.
- D. Shall be granted powers in accordance with MPC Governing Board policies (see Governing Board Policy Appendix 1030).
- E. Shall attend all meetings of the Student Representation Council as the MPC Governing Board Representative.
- F. Shall spend a minimum of two hours per week working in the ASMPC office during the fall semester, early spring semester and regular spring semester.

Article IX. ASMPC Advisor

Section 9.01 ASMPC shall have an advisor appointed by the appropriate persons of MPC

Section 9.02 Powers and Duties of the ASMPC Advisor

- A. Shall attend all meeting of the ASMPC Council.
- B. Shall not have a vote but shall have the right to give advice on all ASMPC business.
 - 1. In the case of straw poll the advisor may have a vote.
- C. Shall be empowered to evaluate all ASMPC members.
 - 1. An evaluation form must be submitted every five (5) weeks of regular fall semester, early spring semester and regular spring.
 - 2. If a member of Council receives two (2) consecutive failing evaluations, the advisor shall make a recommendation to the Senate to have said member removed from Council. The Council then may remove said member with a majority vote.

- a. In addition to removal from Council, the Advisor may also recommend their stipend be withheld.
- b. In order for a stipend to be withheld, the Council must approve it with a majority vote.
- D. Shall act as a mediator, when necessary, when disputes arise between Council members.
- E. Shall act as an advocate for ASMPC within the MPC Community.
- F. Shall be granted power and duties by the Vice President of Student Services.

Article X. ASMPC Employee

Section 10.01 ASMPC shall employ as many student assistants as are necessary to adequately staff the ASMPC office, provide the student body with Student Body Cards and provide administrative support for the ASMPC, SRC, ICC and AC.

Section 10.02 The Salaries of all ASMPC employees shall be included in the ASMPC budget or by Federal Work Study.

Section 10.03 One employee shall be designated the ASMPC Secretary.

- A. Under the direction of the ASMPC President, the ASMPC Secretary is responsible for organizing the ASMPC office, files and records
- B. Under the direction of the ASMPC President, the ASMPC Secretary shall be responsible for keeping accurate records of all ASMPC Council meetings and of all meetings of the SRC, ICC and AC.
 - 1. Although the ASMPC Secretary is responsible for keeping accurate record for the SRC, ICC and AC, the job of taking minutes at the meeting of the ASMPC Auxiliary Organizations may be assigned to another ASMPC employee at the discretion of the ASMPC President.
- C. Shall perform other duties assigned by the ASMPC President.

Section 10.04 All ASMPC employees shall work under the direction of the ASMPC President and shall be officially supervised by the ASMPC Advisor.

Section 10.05 All ASMPC Employees shall be entitled to receive the same promotional items as members of the ASMPC Council.

Article XI. Auxiliary Organizations

Section 11.01 Student Center Committee

- a. The purpose of the Student Center Committee (SCC) is to bring together MPC students, staff, faculty, a bookstore representative and a cafeteria representative for the purpose of advising the MPC Vice President of Student Services on all matters concerning the MPC Student Center.
- b. The SCC shall have two chairs who shall vote only to break a tie.
 - 1. A staff member working in the Student Activities Office appointed by the MPC Vice President of Student Services.
 - 2. The ASMPC Vice President of Finance.
- c. The SCC shall include the following voting members.
 - 1. Four students appointed by the ASMPC President and confirmed by the Senate
 - 2. Two members of the MPC classified staff
 - 3. Two members of the MPC faculty

- d. The SCC Shall include the following non-voting members
 - 1. A representative from the bookstore
 - 2. A representative from the cafeteria
- e. The SCC shall have discretionary funds provided by the MPC Vice President of Student Services that may be used at the discretion of the SCC to improve the Student Center.
- f. The SCC shall meet monthly. The SCC shall meet at other times when needed.
- g. The SCC is an MPC Campus Committee under the authority of the MPC Vice President of Student Services. The MPC Vice President of Student Services must approve all SCC decisions with consideration given to SCC recommendations.
- h. Student members of the SCC shall attend all meetings of the Student Representation Council and be entitled to receive a stipend as a student representative in accordance with section 14.01.

Section 11.02 Student Representation Council

- a. The purpose of the Student Representation Council (SRC) is to bring together students who are officially representing the MPC student body, for the purpose of advocacy, support and networking on behalf of the ASMPC Council.
- b. The Student Representation Council shall include the following members.
 - 1. Vice President of Student Representation – Chair
 - 2. Student Trustee
 - 3. President
 - 5. Vice President of Finance
 - 9. All students serving on MPC Campus Committees
 - 10. All student officially representing the interests of MPC students before any body of City, County or State Government approved for SRC representation by the SRC and confirmed by the ASMPC Senate.
- c. Any currently registered MPC student may serve as a representative on an MPC Campus Committee if properly appointed and confirmed.
- d. The SRC is here to support MPC student representatives. The SRC distributes fund given to it by the ASMPC Council among recognized student representatives. These funds may be used for the following purposes.
 - 1. To purchase refreshments for SRC meetings
 - 2. To have one SRC social outing per semester.
 - 3. To pay for travel expenses associated with attending meetings and conferences.
 - 4. To purchase office supplies for the student representatives necessary to conduct official business in a professional manner.
 - 5. To give each SRC member a stipend in accordance with Section 14.01 Stipends for the SRC member shall be paid on June 1st.
 - 6. To purchase promotional items for members in accordance with Section 14.02
- E. The total amount spent on SRC stipends may not exceed 80% of the SRC budget. In the event that stipends exceed 80% of the SRC budget all SRC stipends will be reduced equally.

- F. The SRC shall meet weekly during the fall semester and regular spring semester. The first SRC meeting of each shall semester shall take place during the second week of classes.
- G. Each year the SRC shall receive 10% of the total ASMPC Budget.
- H. All Changes to the SRC Constitution must be approved by the SRC and then ratified by the Senate.
- I. The Senate shall have the authority to freeze all fund of the Student Representation Council but may not block individual expenditures that have been approved in accordance with the SRC Constitution and Bylaws.

Section 11.03 Inter Club Council

- A. The purpose of the Inter Club Council is to serve as a central force, bring together all of the student organizations for resource appropriation, advocacy, and networking on behalf of the ASMPC Council.
- B. The ICC is here to support MPC Student Organizations. The ICC distributes funds given to it by ASMPC among recognized student organizations. These funds may be used for the following purposes.
 - a. To provide funding for student organizations in good standing with the ICC.
 - b. To provide the ICC with equipment and supplies that will be shared by all student organizations
 - c. To purchase refreshments for ICC meetings.
 - d. To have one ICC social outing per semester
 - e. To purchase office supplies for ICC officers necessary to conduct official business in a professional manner.
 - f. To give each ICC Officer a stipend in accordance with Section 14.01. Stipends for the ICC Officers shall be paid on June 1st.
 - g. To purchase promotional items for members in accordance with Section 14.02.
- C. The ICC shall meet weekly during the fall semester and regular spring semester. The first meetings of each semester shall take place during the second week of classes.
- D. The Inter Club Council shall operate in accordance with the ICC Constitution and Bylaws.
- E. Each year the Inter Club Council shall receive 35% of the total ASMPC Budget.
- F. All Changes to the Inter Club Council Constitution must be approved by the ICC and then ratified by the Senate.
- G. The Senate Shall have the authority to freeze all funds of the Inter Club Council but may not block individual expenditures that have been approved in accordance with it ICC Constitution and Bylaws.

- H. The ICC shall hear all requests for funding from student organizations. Student organizations may not petition the Senate for funding.

Section 11.04 Activities Council

- A. The Associated Students Activities Council (AC) is the activities department of the Associated Students of Monterey Peninsula College and is responsible for producing a wide variety of enjoyable activities for MPC students and the MPC community on behalf of the ASMPC Council.
- B. AC will encourage MPC students to have a positive impact on their environment by providing an opportunity for them to get involved and by being an organization through which their voices can be heard.
- C. AC is here to provide the student body with activities. AC shall use funds given to it by ASMPC to produce these activities. These funds may be used for the following purposes.
 - a. To produce quality activities for the student body.
 - b. To purchase supplies and equipment to produce quality activities for the student body.
 - c. To purchase refreshments for AC meetings.
 - d. To have one AC social outing per semester.
 - e. To purchase office supplies for the AC Board of Directors necessary to conduct official business in a professional manner.
 - f. To give each member of the AC Board of Directors a stipend in accordance with Section 14.01. Stipends for the AC Board of Directors shall be paid on June 1st.
 - g. To purchase promotional items for members in accordance with Section 14.02.
- D. AC will meet weekly during the fall semester and regular spring semester. The first meeting each semester shall take place at least two weeks prior to the first week of classes.
- E. AC shall be operated in accordance with the AC Constitution and Bylaws.
- F. Each year AC shall receive 20% of the total ASMPC budget.
- G. All Changes to the AC Constitution must be approved by the AC Board of Directors and then ratified by the Senate.
- H. The Senate shall have the authority to freeze all AC funds but may not block individual expenditures that have been approved in accordance with the AC Constitution and Bylaws.
- I. AC may co-sponsor and share the cost of activities with student organizations but student organizations may not petition AC simply for funding.

Section 11.05 Marina Education Center Council

- A. The purpose of the Marina Education Center Council (MECC) is to serve as a central force bringing together all the students of the Marina Education Center for resource appropriation, advocacy and networking on behalf of the ASMPC Council.
- B. MECC shall include the following members:
 - 1. Vice President of External Affairs – Chair
 - 2. Senator (2)
 - J. Each Senator must be enrolled in at least one (1) class at the Marina Education Center.
- C. Any Currently registered Marina Education Committee student may serve as a representative on MECC if properly appointed and confirmed by the Senate.
- D. The MECC shall operate in accordance with the MECC Constitution and Bylaws.
- E. Each year the MECC shall receive 5% of the total ASMPC budget.
- F. All changes to the MECC Constitution must be approved by MECC and ratified by the Senate.
- G. The Senate shall have the authority to freeze all funds of the MECC but may not block individual expenditures approved in accordance with the MECC Constitution and Bylaws.

Section 11.06 Auxiliary Organization Term of Office

- A. The term of office for SCC representatives, SRC members, ICC Officers and AC Directors shall be one year and shall commence on the Monday following the MPC graduation ceremony that is held at the end of the spring semester.

Section 11.07 Auxiliary Organization Records

- A. An accurate record of attendance will be kept for all meetings and included in the minutes.
- B. Minutes will be kept at all meetings
- C. An accurate record of all financial transactions will be kept.

Section 11.08 Auxiliary Organization Meetings

- A. The time and place of regular meetings must be set in the Constitution or Bylaws.
- B. All members of the organization must be informed of all meetings
- C. Notice of all meetings must be give in accordance with the Brown Act.
 - a. The agenda must be posted at least seventy-two hours prior to a regular meeting

- b. The agenda must be posted at least twenty-four hours prior to a special meeting.
- c. See Brown Act for emergency meeting notice requirements.

D. All meetings shall be open to the public.

Section 11.09 Auxiliary Organization Attendance Policy

- A. Any member of an auxiliary organization eligible to receive a stipend, who misses without valid excuse, more than a total of three regular meetings, or two consecutive meetings of the auxiliary organization they are serving, per semester, shall be automatically removed from office.
 - 1. The definition of a valid excuse shall be included in the Constitution and Bylaws of the auxiliary organizations and absences shall be approved or disapproved by the organization at each meeting.
 - 2. Any member who violates the above attendance policy shall be officially removed from office when the meeting minutes from the meeting where the final attendance violation occurred are approved by the auxiliary organization.
 - 3. Articles of impeachment need not be brought against members who are in violation of the above attendance policy.
 - 4. An auxiliary organization that retains members who are in violation of the above attendance policy shall be subject to challenge and invalidation by the Justice Department, until such time the Constitution is upheld.

Article XII Student Representation Fee

Section 12.01 In the event that a Student Representation Fee is instituted at MPC, all funds collected from this fee will be placed in a separate account from the ASMPCC Budget. These Funds may be only used for the following reasons:

- 1. For ASMPCC and MPC Students travel expenses to attend statewide student conferences, concerning education or student government.
- 2. For ASMPCC and MPC Students to advocate on behalf of MPC.
- 3. For donations to other Student Government Associations such as the SSCCC.

Section 12.02 When any money is to be spent from the Student Representation Fee Budget, it must be approved by simple majority vote by the ASMPCC Council.

Article XIII Elections

Section 13.01 General Elections – A General Election of the Associated Student is defined as an election of ASMPCC Council members, and may also include recalls, referendums, Constitutional Amendments, ratifications and initiatives.

Section 13.02 Special Elections – A Special Election of the Associated Students is defined as an election concerning recalls, referendums, Constitutional Amendments, ratifications and/or initiatives, which is held separately from a General Election.

Section 13.03 The Election Committee – ASMPC shall conduct all elections through the Election Committee,

- A. The Chairperson of the Election Committee shall be responsible for the following.
 - 1. Calling General or Special Elections
 - 2. Providing for the registration of all candidates
 - 3. Notifying all candidates and/or persons submitting petitions for referendums, etc., of all existing election codes and any other pertinent information
 - 4. Appointing members to serve on the Election Committee, incumbent members of Council who are not running for reelection shall be members of the Election Committee.
 - 5. Hiring poll workers.
 - 6. Counting and tallying all ballots and officially announcing the results to the public.
 - 7. Submitting final election results to the ASMPC Council immediately following the election.

- B. The Election Committee, Collectively, is responsible for the following:
 - 1. Provide for candidate registration
 - 2. Verifying all election petitions, including the qualifications of candidates.
 - 3. Publishing and distributing all election ballots.
 - 4. Publicizing election registration dates and requirements at least seven calendar days in advance.
 - 5. Setting up polling places.
 - 6. Enforcing the Election Codes under the supervision of the Election Committee Chairperson.

Section 13.04 Candidates-

- A. Qualifications – A candidate running for student body office shall be a currently registered student of MPC Carrying a minimum load of five units while maintaining a cumulative GPA of 2.0

- B. Registration – Registration of Candidates must remain open for a minimum of two weeks and shall close at least seven calendar days prior to the election.

- C. Petition – All candidates shall file a petition of candidacy with the Election Committee. The petition shall contain the signatures and Student Identification Numbers of ten currently registered MPC students. The order in which the petitions are returned is the order in which they shall appear on the ballot.

- D. Invalid Petitions – Thos petitions with invalid signatures and/or Student Identification Numbers shall not be accepted by the Election Committee as petitions for candidacy. The Election Committee shall inform ineligible persons, in writing, of their status two days after the deadline set for the return of petitions.

Section 13.05 Recalls – The students have the power to recall any elected officer of ASMPC. A dated recall petition containing the written names, signatures, and Student Identification Numbers of five percent of all currently enrolled MPC students

shall warrant a special recall election of the Council, excluding that of Student Trustee, which is dictated by Governing Board Policy. The recall petition must be returned to the Election Committee Chairperson within ten days from the date the petition was taken out. The Election Committee then has five school days to verify the signature and enrollment of signers of the petition and to set up election dates. Elections must be held within ten school days following the five school days given for verification of the petition information.

Article XIV. Impeachment

Section 14.01 Any member of Council may be removed from office for inability to adequately perform their duties and/or significant violations of the ASMPC Constitution or its Bylaws.

Section 14.02 Impeachment Procedures

- A. To impeach a member of Council a motion of impeachment containing specific charges is to be made, seconded and voted upon by the Senate.
 - 1. The President may not veto motions of impeachment.
- B. Before a member of Council may be considered for impeachment the following steps must be taken:
 - 1. A meeting with the Advisor, the member Council to be charged with impeachment and the member(s) of Council who wish to impeach, to discuss the possible charges.
 - 2. If no resolutions come from the meeting, then the Impeachment process shall proceed.
- C. To begin the impeachment process a member must submit an agenda item for impeachment.
- D. To impeach a member of Council, a motion containing specific charges within the motion is to be made, seconded and voted upon by the Senate.
 - 1. The President may not veto motions of impeachment
 - 2. The charges stated in the motion may not be changed once the motion passes.
- E. If the initial motion for impeachment is approved by a majority of the Senate, a special meeting called an Impeachment hearing will be held within five business days for the purpose of discussing the impeachment charges for discussing the impeachment charges stated in the initial motion.
 - 1. No other items may be on the agenda at this meeting.
 - 2. In the case of impeachment motions against the President, the Vice President of Finance shall preside at the special meeting.
- F. At the impeachment hearing the specific impeachment charges will be thoroughly discussed. If a motion to proceed with impeachment

proceedings is made, seconded and approved by 2/3 of the Senate, the decision is then given to the Justice Department.

1. In the case of a motion of impeachment against a member of the Justice Department, the Justice Department shall exclude the Justice in question and the President shall act as a member of the Judicial Department.
2. All members of the Justice Department must be present at the impeachment hearing.

G. The Justice Department will then meet immediately following the impeachment hearing behind closed doors and decide the case. A ruling in favor of the impeachment motion shall require two of three Justices voting in favor of the motion. Once a Decision has been reached, the verdict must be posted on the ASMPC Announcement Board immediately following the meeting.

1. At the next regular ASMPC Council meeting the Justice Department will provide a written report of their decision in detail.

H. A Justice Department ruling in favor of impeachment shall result in the immediate removal from office of the Council member in question. And the Council member in question will not receive a stipend for any services rendered.

Section 14.03 Resignations-

- A. No oral notice of resignations from any member of Council shall be considered effective at any time.
- B. A Council member who wishes to resign a position must submit a signed and dated letter of resignation. The notice shall be directed to the Council. Copies of the letter shall be presented to the Chief Justice and the ASMPC Secretary.
- C. Letters of resignation shall be read to the Council at their next meeting. The Senate shall approve or disapprove the resignation. Resignations shall be noted in the minutes as such. Resignations may be submitted at any time. When a resignation is approved, the Council member in question will receive the portion of their stipend earned for services rendered. When a resignation is disapproved, the Council member in question will receive nothing.

Article XV. Amendments and Bylaws

Section 15.01 Constitutional amendments shall require the written names, signature and Student Identification Numbers of one-hundred currently registered MPC students before they will be considered by the Council. All amendments to the Constitution shall then require the approval of the full senate before the issue can be presented to the student body for consideration by election. At

this time, the proposed amendment shall also be submitted to the Justice Department for purpose of Constitutional Review.

Section 15.02 Amendments to the Bylaws of ASMPC shall be subject to the following procedure:

- A. Proposed amendment(s) shall be typed and copies distributed to all members of Council
- B. Proposed amendment(s) shall be read and debated at a regular meeting of Council. Council may propose changes to said amendment(s) at this time.
- C. Once any necessary changes have been made, amendment(s) may be voted upon at a regular meeting of Council. Passage shall require the approval of the full Senate.

Article XVI. Compensation for Service

Section 16.01 The ASMPC Council, ICC Officers, SRC members and the AC Board of Directors shall receive a stipend to help with the cost of their education. Stipends will be paid at the end of the regular fall semester and spring semester. If a member does not complete their term in office or does not fulfill the duties of their office they will receive nothing.

- A. Members of the Executive Branch, the Chief Justice, the SSSCC Representative and the Student Trustee shall receive \$800 per year or \$80 per month, which ever is less, for performing the duties of their office which includes being a member of SRC.
 - 1. These Stipend shall be paid from the ASMPC Council portion of the ASMPC budget.
- B. Senators and Associate Justices shall receive \$600 per year or \$60 per month, which ever is less, for performing the duties of their office
 - 1. These Stipend shall be paid from the ASMPC Council portion of the ASMPC budget.
- C. ICC Officers, SRC members and AC Board of Directors shall receive \$400 per year or \$40 per month, which ever is less, for performing the duties of their office.
 - 1. These Stipend shall be paid from the ICC, SRC or AC portion of the ASMPC budget.
- D. Senators and Associate Justices may receive an additional stipend for serving on an MPC Campus Committee, as an ICC Officer, or on the AC Board of Directors.
 - 1. These Stipend shall be paid from the ICC, SRC or AC portion of the ASMPC budget.
- E. A student may serve on more than one MPC Campus Committee and receive an additional stipend but no one may receive more than \$800 per academic year in stipends.

- F. Evaluation procedures shall be included in the ASMPC, SCC, SRC, ICC and AC By-Laws.
 - 1. Each person receiving a stipend shall be evaluated at the end of their term in office by the organization giving them the stipend.
- G. In the event that the ASMPC Council's total income for the academic year falls below \$80, 000 all stipends shall be canceled.

Section 16.02 The ASMPC Council, SRC, AC, and ICC may purchase promotional items for members. All members shall receive the same items except when items are purchased before a member begins their term in office.

- A. The amount allocated for promotional items for the ASMPC Council may not exceed 2% of the ASMPC Council portion of the ASMPC budget.
- B. The amount allocated for promotional items for the SRC may not exceed 8% of the SRC portion of the ASMPC budget
- C. The amount allocated for promotional items for the ICC may not exceed 2% of the ICC portion of the ASMPC budget.
- D. The amount allocated for promotional items for AC may not exceed 4% of the AC portion of the ASMPC budget.
- E. Promotional items are defined as any item that promotes the organization and will be kept by the members after completion of their term.

Section 16.03 No other forms of compensation except those described in Article XIV are allowed.

Article XVII. Parliamentary Procedure and Governing Laws

Section 17.01 Parliamentary procedure of Student Government shall derive from Robert's Rules of Order, with the exception of those situations expressly provided for within the Constitution.

Section 17.02 ASMPC will follow all laws laid out in the California Code, including the Ralph M. Brown Act.

Article XVIII. Social Security Numbers

Section 18.01 When Social Security Numbers are used as Student Identification Numbers only the last four digits shall be required.

Constitution was respectfully submitted by the ASMPC Council, 16 May 1973.
Approved by the MPC Student Body, 22 May 1973. Confirmed by the MPC Board of Trustees, 13 June 1973.

Constitution revised by the ASMPC Council, approved by the MPC Student Body, and confirmed by the MPC Board of Trustees in February 1974.

Constitution revised by the ASMPC Council and approved by the Student Body, and confirmed by the MPC Board of Trustees, 14 July 1976.

Constitution revised by the ASMPC Council, 2 November 1978. Approved by the Students Body, 21 and 22 February 1979, and confirmed by the MPC Board of Trustees.

Constitution revised by the ASMPC Council, 7 April 1987, and approved by the MPC Student Body, 3 April 1987.

Constitution revised by the ASMPC Council and approved by the MPC Student Body in April 2004.

Constitution revised by the ASMPC Council and approved by the MPC Student Body September 30, 2008.