

Yavapai College

Student Government Association



Bylaws

Article I. Name

The name of this organization shall be the Yavapai College Student Government Association, hereinafter referred to as YCSGA.

Article II. Purpose

The objective and purpose of the YCSGA shall be to empower the student body to use their voice to create a positive environment for the Yavapai College community.

The students at Yavapai College will organize ourselves into a student government to:

Section 1. Definitions of Purpose

1. Participate in the Shared Governance structure that oversees academic and non-academic interests related to students.
 - a. Shared Governance requires regular communication between all Input, Recommendation, Decision-making, and Approval bodies. Participation of all groups on an ad hoc basis may be requested. Recognizing that students provide a valuable perspective, the shared governance process encourages active participation of student representatives in the decision-making process.
2. Advocate matters pertinent to the students and other constituencies of the College.
 - a. Students take an active role in their learning by recognizing that they are accountable for their success and take actions that lead toward their educational goals. As recipients of College services, students provide valuable insight about the quality and effectiveness of the institution.
3. Organize activities and projects that promote the interests and/or address the concerns of the student body.
 - a. Student interest is the utmost priority of the YCSGA. All activities and projects must be relevant to the current student body.

Article III. Campaign

Section 1. Process

1. YC Need to Know (bi-weekly newsletter)
2. Candidacy applications shall be provided by the Senate Governance Committee to the prospective candidates along with a copy of the Constitution and Bylaws.
3. All prospective candidates shall be required to campaign.
4. All candidates will receive a copy of the Campaign Policy.
5. All candidates will receive a detailed candidate and campaign packet.

6. All Election policies, procedures, and regulations are defined in the Candidate and Campaign packets provided by the Senate Governance Committee.

Article IV. Definition of Weekly Service

Section 1. Definition

1. Regular weekly meeting attendance, special events, committees, and other requirements as assigned by the YCSGA Executive Board.

Section 2. Position Specific Definitions of Service

1. President

- a. Conduct regular meetings weekly. Create and distribute meeting agenda before the meeting. Manage and attend any projects or events as assigned.

2. Vice President

- a. Support the president as needed. Lead the senate in meetings and events. Manage and attend any projects or events as assigned.

3. Secretary

- a. Take and post minutes for weekly meetings. Take notes for the YCSGA in committee meetings. Manage and attend any projects or events as assigned.

4. Treasurer

- a. Manage the YCSGA budget and funding. Manage and attend any projects or events as assigned.

5. Senate (YCR – Yavapai College (Campus/Center/Residence Hall) Representative

- a. Represent their designated Campus/Center/Residence Hall, research campus issues, maintain regular contact with their campus faculty and student body, and other responsibilities as assigned in the Senate and Executive Board.

Section 3. President Ex-Officio

1. By virtue of the position of President, this member or designee shall serve on the College Council and other committees as an Ex-Officio member as assigned or requested by the YCSGA Executive Board and College Leadership.

Article V. Term of Office

Section 1. Definition of Full Term

1. A Full Term shall be defined as one Academic year.
 - a. Academic year is defined as Fall, Spring, and Summer semesters.

- i. Academic (Fiscal) year July 1st – June 30th.

Article VI. Tie in Meeting Votes

Section 1. Senate

1. The Vice President shall not vote in the initial call on any Senate led proposal.
2. If there is a tie (50/50) in the vote on the Senate floor, the Vice President shall cast a vote to settle the tie.

Section 2. Executive Board

1. The President is a regular voting member of the Executive Board.
2. If there is a tie (50/50) in the vote on the Executive Board, the President shall determine the outcome of the vote in the best interest of the student body.

Article VII. Committees

Section 1. Committee Policy and Procedure

1. All committees shall define policy and procedure specific to their mission.
2. All Policy and Procedures must be approved by the Executive Board.

Section 2. Required Committees. Descriptions

- 1. Senate Governance Committee**
 - a. Shall handle all elections and election related issues.
- 2. Financial Oversight Committee**
 - a. Shall work with the YCSGA Treasurer regarding all financial matters.
- 3. Academic Success Committee**
 - a. Shall work with College level committees focused on Academic issues.
- 4. Marketing / Public Engagement Committee**
 - a. Shall manage all social media and marketing endeavors for the YCSGA.
- 5. Student Experience / Retention Committee**
 - a. Shall work with the Office of Student Engagement and Leadership, the Dean of Students, and other College committees regarding experience and retention.

Article VIII. Amendments

Section 1. Amendments

YCSGA agrees to abide by the policies of Yavapai College as well as federal, state, and local laws. The Yavapai College Student Body must approve all Amendments or revisions to the Constitution. The YCSGA must approve all Amendments or revisions to the Bylaws.

1. Amendments must be reviewed by the Executive Board and Senate.
2. A full YCSGA meeting must be called in order to review the proposed Amendment.
3. Amendments must be presented to the Executive Board and Senate one week prior to the meeting it will be discussed in.
4. Proposed Amendments will pass the YCSGA with a 2/3 confirmation.

Section 2. Effective Date of Amendment

1. Amendments to the Constitution shall take effect at the end of the meeting at which the student body vote is confirmed by the Executive Board, unless another date is otherwise provided and approved.
2. Amendments to the Bylaws shall take effect at the end of the meeting at which the YCSGA vote is confirmed by the Executive Board, unless another date is otherwise provided and approved.

Article VI. Parliamentary Authority

The rules contained in Robert's Rules of Order, Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the bylaws or the special rules of order of the organization.