

**CONSTITUTION  
ASSOCIATED STUDENTS OF MORENO VALLEY COLLEGE**

**PREAMBLE**

We, the Students of Moreno Valley College (MVC), in order to establish a more effective student government, recognize the inherent rights and responsibilities of self-government, represent student interests, rights and concerns, and stimulate student awareness of and involvement in the many academic, cultural, social and community opportunities available at the college, do hereby establish this Constitution of the Associated Students of Moreno Valley College.

**ARTICLE I  
NAME**

The name of this organization shall be the Associated Students of Moreno Valley College, hereinafter referred to as ASMVC.

**ARTICLE II  
PURPOSE**

The purpose of ASMVC is to:

- A. Promote student awareness and appreciation of the values and traditions of the Moreno Valley College and the Riverside Community College District (RCCD) through college and community events;
- B. Enhance communication and cooperation between all segments of the college, district, and the community;
- C. Hear, discuss, advise, and represent the students' voices;
- D. Practice democratic actions and promote personal and civic growth; and
- E. Organize and facilitate budgets and finances for recognized student organizations and clubs in an equitable manner.

**ARTICLE III  
MEMBERSHIP**

Section 1: Nondiscriminatory Practices

ASMVC shall not restrict membership on the basis of race, religion, creed, national origin, sexual orientation, gender, or physical/mental abilities. In addition, ASMVC shall not affiliate with any organization that participates in such discriminatory practices or knowingly do business with any establishment that participates in such discriminatory practices.

Section 2: Active and Non-Active Membership

A. Active Membership:

All registered Moreno Valley College students enrolled in one or more credit courses, which have paid the designated student services fee are accorded active membership.

i. Active membership entitles individuals to:

- 1. Vote in all ASMVC and Associated Students Riverside Community College District (ASRCCD) elections;
- 2. Be represented by ASMVC officers;
- 3. Hold an ASMVC office, if eligible;
- 4. Discounts established by the ASMVC and/or Auxiliary Business Services;
- 5. Participation in ASMVC and ASRCCD sponsored organizations, events and programs; and

6. Other rights, privileges, and benefits established by ASMVC and ASRCCD bills, resolutions and recommendations.
- B. Non- Active Membership:  
 All other registered (RCCD) students that do not pay the designated Student Activities fee and are enrolled in any credit courses are accorded non-active membership in ASRCCD.
- i. Non-Active membership entitles individuals to:
    1. Be represented by ASMVC officers.
    2. For Voting privileges refer to voting procedures in the By-Laws.

## **ARTICLE IV GOVERNMENTAL ORGANIZATION**

The ASMVC student government shall be a representative democracy, composed of three (3) branches: an Executive Branch, a Legislative Branch, and a Judicial Branch. Except where authorized in this constitution, no member shall serve in more than one (1) branch, simultaneously.

### Section 1: Executive Branch

- A. The Executive Branch consists of the elected President and Vice-President, and appointed Student Directors and Co-Directors. The President is the chairman of the Executive Branch.
- B. The Executive Branch shall act as an advisory committee to the Legislature, and shall meet once a week.
- C. When the Legislature is not in session (winter and summer inter sessions), the Executive Branch shall have the authority to conduct all official ASMVC business. However, the Executive Branch cannot make any changes or propose amendments to the Constitution, By-Laws, Election Code or Finance Code.
- D. The line of succession is as follows:
  - i. President
  - ii. Vice-President
  - iii. Senate Pro-Tempore
  - iv. Senior Senator

### Section 2: Legislative Branch

- A. The Legislative Branch will consist of the elected Vice-President and student senators. The Vice-President is the chairman of the Senate.
- B. The decision-making authority of the ASMVC shall be invested in the Legislature.
- C. All members of the Legislature are granted full voting privileges, with the exception of the Vice President, who may only vote in the event of a tie.
- D. Powers and duties of the Legislature shall be to:
  - i. Approve all funds and appropriations;
  - ii. Pass bills, resolutions and recommendations; propose amendments; enact by-laws and codes;
  - iii. Send all legislation that is passed to the President for approval before enactment. If the President approves, the legislation shall be signed and enacted; if not, the President shall return the legislation to the Senate with a written statement of objections. The Senate may then, in reconsideration, by two-thirds (2/3) vote of its membership, pass the measure again and enact it as law;
  - iv. Acknowledge approval of all Executive Cabinet appointments and recommendations for all vacant ASMVC offices and shared governance committees as recommended by Student Body President, Vice-President, and in consultation with Faculty Advisor.
  - v. Serve as representatives of the Student Body;
  - vi. Serve in at least one (1) college shared governance committee;

- vii. Uphold the laws of the ASMVC as prescribed in the Constitution, By-Laws, Election Code and Finance Code;
- viii. Review, recommend and initiate impeachment proceedings against all and any elected or appointed officers of the ASMVC by a two-thirds (2/3) vote, quorum maintained;
- ix. Override a Presidential veto by a two-thirds (2/3) vote, quorum maintained.
- E. Regular meetings of the Legislature shall be held at least once a week (excluding official holidays, finals, Dead Week, winter and summer inter-sessions).
- F. A quorum shall consist of a majority, consisting of fifty percent (50%) plus one (1) of the voting members of the Legislature.
- G. An officer accused of improper conduct or neglect of duty, shall be subject to removal from office, as specified in the By-Laws by a two-thirds (2/3) vote of the Legislature.
- H. No student may hold than more than one (1) ASMVC office in any one (1) term.
- I. No student may serve more than 8 semesters in ASMVC, and at any position.

### Section 3: Judicial Branch

#### Section 3: The Judicial Branch

- A. The Judicial Branch shall consist of the Chief Justice, Justice Pro-Tempore and five (5) Justices. The Chief Justice shall be the chair of the Court, and shall preside over all impeachment trials.
- B. The Judicial powers of the ASMVC shall be vested in the Moreno Valley College Supreme Court.
- C. Powers and duties of the Judicial Branch shall be to:
  - i. Decide, by majority vote, all impeachment trials of Senators and Cabinet officers and shall issue its opinion within twenty (20) days of receiving the articles of impeachment, or the impeached officer shall be exonerated;
  - ii. Impeach Justices by a two-third (2/3) vote;
  - iii. Hear all grievance matters, interpreting the ASMVC Constitution and By-Laws, and reviewing the legality of any Student Government action, upon receiving a grievance form from an ASMVC member;
  - iv. Administer all college elections;
  - v. Hold at least two (2) open forums each semester, to encourage ,Student Body debate on issues and awareness of candidates for Student Government offices and their positions, and to bring student concerns and complaints to light, and shall submit their findings to the Senate, in writing, within ten (10) days after each forum; and
  - vi. Assign Justices to accompany any requesting ASMVC member to informal grievance hearings beyond ASMVC's jurisdiction.
- D. Justices shall be appointed to eight-semester terms, but such terms shall not exceed the eight-semester limit of total Student Government participation.
- E. The Chief Justice and the Justice Pro-Tempore shall be elected by the Court from among the Justices.
- F. The Justice Pro-Tempore shall serve as the assistant to the Chief Justice and, in case of his or her absence, shall assume all duties, rights, and privileges of the Chief Justice. He or she shall preside over any impeachment trial of the Chief Justice.

## ARTICLE V QUALIFICATIONS

### Section 1: Standard Qualifications for Holding Office

Any RCCD student with the following qualifications may hold office in the Associated Students of the Moreno Valley College:

- A. Be an active member of the Associated Students of Moreno Valley College.

- B. Be enrolled in a minimum of 6 units (1/2 time) at Moreno Valley College per semester, of which 3 units must be physically at Moreno Valley College. Web enhanced and Hybrid classes apply to the minimum unit requirements; fully online courses do NOT.
- C. Have a cumulative grade point average of 2.0. The GPA qualifications of a first-semester student at the Moreno Valley College shall be determined by the ASMVC Faculty Advisor.
- D. No student may hold more than one (1) office at any given time.
- E. All student government officers may serve no-more than 8 semesters, not including inter-sessions (winter and summer semesters).
- F. Must not be placed on any type of probation at the RCCD during their tenure. Any student who has been placed on any type of probation at RCCD will be eligible for candidacy one (1) semester after he/she is reinstated and maintain good academic and social standing.
- G. Must maintain the above qualifications for the duration of office. Dropping below these requirements will result in immediate dismissal.
- H. Comply with all standards, rules and regulations of ASMVC Election Codes, College guidelines and Board of Trustee/District Policies.

#### Section 2: Executive Cabinet Requirements

Executive Cabinet members will be held to the aforementioned office qualifications, in addition to the criteria below:

- A. Be enrolled in a minimum of 9 units (3/4 time).
- B. Have a cumulative grade point average of at least 2.5.
- C. President, Vice-President, Senate Pro Tempore, Chief Justice, Directors and Co-Directors may not serve more than two (2) academic years in the same position, and no more than three (3) academic years in the Executive Cabinet.

### **ARTICLE VI STANDING COMMITTEES**

Each Senator is required to be a member of one Student Government standing committee. They are allowed one vote in a specific committee, but may serve on more than one committee. Additionally, each Senator shall serve on one campus-wide and/or Board of Trustees committees, as they become available.

- A. Finance Committee - The responsibility of the Finance Committee shall be to make recommendation-to the Senate on financial issues for approval.
- B. Legislative Committee - The responsibility of the Legislative Committee is to address-any Legislative issues.
- C. Ad-Hoc Committee - The responsibility of the Ad-Hoc Committee is to work on all Senate issues that do not fall under the responsibility of the two (2) above referenced committees.
- D. Refer to ASMVC By-Laws, Article IV for descriptions of the various Standing Committees on and off campus.

### **ARTICLE VII STANDARD-AND SPECIAL ELECTIONS**

#### Section 1: Standard Elections Policy

- A. There shall be two (2) standard elections each academic year.
  - i. ASMVC President, Vice-President and Senators
    - a. During the spring semester, no later than one (1) week before Dead Week, the Judicial Branch will hold elections for the next academic year for these positions

- ii. Student Trustee Elections are held in the spring semester on each college campus. Refer to the By-laws for voting guidelines.
- B. Special Elections Policy
  - i. Special elections may be authorized by two-thirds (2/3) vote of the College Senate or by initiative, referendum or recall actions.
  - i. Special elections must comply with all elections procedures and meet all requirements of general elections.
  - ii. The ASMVC President can request any Special Election and the Senate must approve by a two-thirds (2/3) vote.

**ARTICLE VIII  
ASMVC APPOINTMENTS**

Appointments for ASMVC are conducted by their corresponding officers in consultation with the Faculty Advisor and the approval of the ASMVC Senate.

- A. Student Directors
  - 1. Multicultural Advisory Committee (M.C.A.C.) Director shall be appointed by the ASMVC President.
    - a. M.C.A.C. Co-Director is appointed by the M.C.A.C. Director.
  - 2. Board of Commissioners (B.O.C) Director shall be appointed by the ASMVC President.
    - a. B.O.C. Co-Director is appointed by the B.O.C. Director.
  - 3. Inter-Club Council (I.C.C.) Director shall be appointed by the ASMVC President.
    - a. I.C.C. Co-Director is appointed by the I.C.C. Director.
- B. Senate Standing Committee Chairpersons
  - 1. The Chair for each committee shall be nominated and elected by their respective committees by the fourth Senate meeting of the fall semester.
  - 2. The Senate Pro-Tempore will be appointed by the ASMVC Vice President.
- D. Senate Secretary
  - 1. The Senate Secretary shall be appointed by the ASMVC Vice President, and approved by the Student Senate.

**ARTICLE IX  
EXECUTIVE CABINET**

Section 1: The voting members of the Executive Cabinet shall consist of:

- President
- Vice-President
- Senate Pro-Tempore
- BOC Director
- BOC Co-Director
- ICC Director
- ICC Co-Director
- MCAC Director
- MCAC Co-Director
- Chief Justice

**ARTICLE X  
VACANCIES**

Section 1: Vacancy: In case of vacancies, a special election must take place.

- A. In the case of a vacancy of the President:
  - 1. The Vice President will serve as President;

2. The Senate Pro-Tempore will serve as Vice-President; and
  3. The new Vice President will appoint a Senate Pro- Tempore.
- B. In case of a vacancy of the Vice President:
1. The Senate Pro-Tempore will serve as Vice President and appoint a new Senate Pro-Tempore.
- C. In case of a Vacancy of both President and Vice President:
1. The Senate Pro-Tempore becomes President; and
  2. The Senior Senator shall serve as Vice-President and appoint a new Senate Pro-Tempore.

## ARTICLE XI STUDENT TRUSTEE

### A. Qualifications

- i. Must have completed at least five (5) at Riverside Community College District prior to election.
- ii. Must have a minimum grade point average of 2.0 for the prior semester's work, before the Trustee election and a minimum 2.0 cumulative grade point average on all RCCD course work attempted.
- iii. Must have complied with all ASRCCD election procedures.
- iv. Must be an active member of ASRCCD.
- v. Must be enrolled and maintain at least twelve (12) units (or in a full-time program as defined by college policy) at Riverside Community College District with a minimum grade point average of 2.0 during term of office.
- vi. Begin their term the first day after the end of the spring semester and remain in office until the last day of the following spring semester.
- vii. The current Trustee will be allowed to run and hold office for a second term only if he/she has completed successfully their first term and as delineated in the By- Laws.
- viii. Must not have been placed on any type of academic or social probation at the RCCD as delineated in the Associated Students Riverside Community College District ASRCCD By-Laws.
- ix. Must be a resident of California pursuant to Part 41 (commencing with Section 68000, California Education Code).

### B. Roles and Duties

The Student Trustee shall:

- i. Be the official representative of ASRCCD in all student related matters and serve on the Board of Trustees as authorized by Board Policy;
- ii. Inform the Student District Consultation Council (SDCC);
- iii. Attend all regular and special meetings of the Board of Trustee meetings;
- iv. Chair and attend all regular and emergency SDCC meetings;
- v. Convene the SDCC as needed, but not less than once every semester. All meetings will be in accordance with the regulations set forth in the Brown Act;
- vi. Call all emergency meetings upon the request of any of the SDCC members and in accordance to the Brown Act;
- vii. Appoint student members to represent students' interests in all RCCD Shared Governance Committees as set forth by Shared Governance Policy in accordance with Section 51023.7 of the Education Code. All appointments of RCCD Shared Governance committee members shall be confirmed by the SDCC and by a single majority of the members present and quorum maintained;

- viii. Describe duties and obligations of the position to each prospective shared governance committee member; and
  - ix. Vote only to break a tie within the SDCC
- C. ASRCCD Student Trustee Pro-Tempore  
 The ASRCCD Student Trustee Pro-Tempore is the Student Body President of the Student Trustee home college. The ASRCCD Student Trustee Pro-Tempore will serve as the ASRCCD Student Trustee in case of a vacancy, and in accordance to Article VII, Section B, until a special election occurs. In the occasion of vacancy also in the position of the Student Trustee Pro-Tempore, the SDCC secretary will assume the duties of the Student Trustee until a special election occurs.

Student Trustee Elections

- i. Refer to the ASMV College By-Laws.

## ARTICLE XII MEETINGS, ATTENDANCE AND QUORUM POLICY

Section 1: Meetings

- A. Regular meetings of the ASMVC shall occur during the academic year in the fall and spring semesters at least once a week, excluding Dead Week, Finals Week, Holidays and Summer and Winter Intersession.

Section 2: Attendance Policy

- A. All members of ASMVC shall attend and be on time for all regular meetings, emergency meetings, committee meetings, and shared governance committee meetings.
- B. An absence shall be defined as not being present fifteen (15) minutes or more after roll-call.
- C. A member who is marked absent, but in attendance, cannot make, second, or vote on any Action items. The member may give a report and/or add to the discussion of an action and participate in all discussion items.
- D. Tardies shall be defined as not being present by the completion of roll call. Any two (2) tardies received shall equal one (1) Senate absence.
- E. Upon the accumulation of three (3) unexcused absences from regular meetings per semester, Senators will be referred to the Judicial Branch for disciplinary action. Judicial Branch absences will be referred to the Legislative Committee. Refer to the By-Laws for the definitions of excused absences.
- F. Any two (2) absences from Senate committee meetings shall equal one (1) Senate absence.
- G. A Senate member will only be allowed two (2) unexcused absences per semester.
- H. Any member of the Senate who has three (3) unexcused Senate absences will be subject to removal from office by the Judicial Branch.
- I. Upon a fourth (4<sup>th</sup>) unexcused absence, the Senate member is automatically removed and ineligible to run or hold office for at least one semester following the one in which removal has occurred.
- J. Senators shall attend official ASMVC events, conducted by their committees, or designated by the ASMVC Vice President and/or Faculty Advisor.
- K. Executive Cabinet members shall attend all EC meetings. The ASMVC Faculty Advisor may only excuse an absence in the event of an emergency or unusual circumstance.

Section 3: Quorum

A quorum shall consist of a majority, consisting of fifty percent (50%) plus one (1) of the number of senators elected, approved by the Senate. Unless extenuating circumstances exist, any changes to a meeting's time, location, and/or date must be posted 24 hours in advance at designated campus locations.

**ARTICLE XIII  
AMENDING PROCEDURE**

Section 1: Constitutional Amendments

- A. Amendments to this constitution must be initiated by a petition signed by 25% of active ASMVC students and ratified by a  $\frac{3}{4}$  vote of the ASMVC Senate.
- B. Proposed amendments to this constitution shall be posted in the designated posting areas for at least three (3) school days, but not to exceed ten (10) school days, before voting occurs.
- C. The Constitution may be ratified by  $\frac{2}{3}$  vote of those voting in a Constitutional election. (Total number of votes must represent 3% of Moreno Valley College student body.)

Section 2: By-Law Amendments

- A. Amendments to the By-Laws must be initiated and ratified by a  $\frac{3}{4}$  vote of the ASMVC Senate.

**ARTICLE XIV  
PARLIAMENTARY AUTHORITY**

In all instances not covered by this Constitution, College By-Laws, codes and standing rules, the Parliamentary Authority shall be the current edition of Robert's Rules of Order. All ASMVC meetings shall be held in accordance to the Brown Act.

Approved by Moreno Valley College Student Senate,  
March 22, 2011