

Constitution of the Student Government of Occidental College

Article I. Name

- A. The name of the organization shall be the Associated Students of Occidental College, hereinafter referred to as the "ASOC."

Article II. Purpose

- A. The ASOC exists to advocate on behalf of the student body, to promote discussions about how Occidental College can evolve to better serve the students, and to support and organize activities that enhance the educational, recreational, and social experience of students.
- B. To guarantee equal rights to all of its members, the ASOC will afford equal opportunities to all students without regard to race, ethnicity, sex, gender expression, sexual orientation, ability, faith, age, nationality, pregnancy, economic class, political affiliation, or other differentiations.

Article III. Organization

Section 1. Authority

- A. The ASOC shall be the official union of and represent the Occidental College student body.
- B. The ASOC Constitution shall be the governing document of this organization. If there is a conflict between any provision in this Constitution and any provision in an ASOC branch bylaws, the Constitution shall prevail.

Section 2. Structure

- A. The ASOC shall be composed of the elected sections: the Senate and the Honor Board.
- B. The ASOC shall also include appointed sections: Student Services, the Renewable Energy and Sustainability Fund (RESF), and the Diversity and Equity Board (DEB).

Section 3. Bylaws

- A. Bylaws shall serve to clarify and expand upon the ASOC Constitution. The bylaws of each elected and appointed sections of the ASOC shall apply only to that section, and separate sets of bylaws may not come into conflict with one another, nor conflict with the ASOC Constitution.
- B. The Senate bylaws may be changed only by a two-thirds majority vote of the Senate.
- C. Honor Board bylaws may be changed only by a two-thirds majority vote of the Honor Board.
- D. Renewable Energy and Sustainability Fund bylaws may be changed only by a two-thirds majority vote of the RESF.
- E. Diversity and Equity Board bylaws may be changed only by a two-thirds vote of DEB.

- F. Student Services bylaws may be changed only by a two-thirds majority vote of Student Service Managers.

Section 4. Rights

- A. Neither the ASOC nor any organization under its jurisdiction shall adopt any policy, which abridges the freedom of speech, freedom of assembly, freedom of the press, freedom of religion, or the basic and inherent rights of any individual.

Section 5. Non-Profit Status

- A. The ASOC is organized for non-profit purposes and no member, director, or organization shall derive profit from it.
- B. The property of the ASOC is irrevocably dedicated to non-profit and charitable purposes and no part of the net income or assets of the ASOC shall ever inure to the benefit of any director, officer, or member thereof or to the benefit of any private person.
- C. Upon the dissolution of the ASOC, its remaining assets after payment of provision of payment of all debts and liabilities shall be distributed to a non-profit fund, foundation, or corporation which has established tax exempt status under Section 501©(3) of the United States Internal Revenue Code.

Section 6. Membership

- A. Members of this organization are recognized as any individual who pays the student body fee and is enrolled as a student at Occidental College.
- B. All members of the ASOC are entitled to the following:
 - 1. To vote in all ASOC elections
 - 2. To hold ASOC office, both elective and appointive in nature, if deemed eligible
 - 3. To serve in organizations chartered by the ASOC
 - 4. To attend all ASOC sponsored activities
 - 5. To speak in any open ASOC organizational meetings, upon recognition by the meeting chair

Article IV. Elections

Section 1. General

- A. Elections for Senate and Honor Board positions shall be coordinated by an Elections Chair, who is appointed and approved by Senate. The Elections Chair shall not be a current officer of any ASOC branch (unless a graduating senior). The Elections Chair shall appoint an Elections Committee at their discretion.
- B. Announcements of available positions for election shall be made to the student body at least one (1) week prior to the deadline to submit petitions for election.
- C. Elections for Senate and Honor Board positions shall occur at least two weeks before the final day of Spring semester classes. Elections for the First-Year Class Senators must take place no later than four weeks after the beginning of the academic year.
- D. All elected officials shall be voted into office by their constituents through descending pluralities. The constituency for Class Senators shall be defined as members of the

ASOC who are in the same class as the candidate, as determined by the Occidental College registrar. All other elected offices may be voted on by all ASOC members.

- E. Elected officials will assume office on the final day of the semester in which they were elected.

Section 2. Qualifications

- A. The requirements to hold an office, elected or appointed, in the ASOC shall be:
 - 1. Must be enrolled as a degree-seeking student during the respective term of office or appointment
 - 2. May not be on academic or disciplinary probation during the respective term of office or appointment
 - 3. Must have a grade point average of at least 2.5 at time of service
 - 4. Those running for the office of President must have served at least one (1) semester on any ASOC branch
- B. If a student wishing to run for office does not meet any of the above requirements and feels it is due to extenuating circumstances, they may appeal to the collective of ASOC branch advisors. Their decision must be reached before the ASOC candidate meeting and their decision is final.
- C. Elected members of the ASOC may not simultaneously serve in more than one elected position, nor in an appointed position, and as a Student Services Manager.
- D. To be eligible for an election, candidates for Class Senator must present a nominating petition with 20 signatures of their current class. All other candidates must present a nominating petition with 40 signatures of members of the student body.

Section 3. Election Infractions

- A. All eligible candidates for ASOC elections shall be given notice of election rules and guidelines by the ASOC President and/or ASOC Elections Chair.
- B. If any member of the ASOC membership believes that an election rule or guidelines was violated, they may submit an election complaint to Honor Board for review.
- C. Upon receipt of an election complaint, Honor Board shall review the complaint, investigate the alleged infraction, and determine if a violation occurred.
- D. If Honor Board deems an election violation occurred, they shall determine appropriate sanctions, including but not limited to disqualifying candidates for election.
- E. Appeals of the Honor Board decision may be directed to the Constitution Commission. Their decision is final.
 - 1. Grounds for appeal shall be limited to new evidence, suspected bias, or procedural error. Dissatisfaction with outcome shall not be grounds for appeal.

Article V. Senate

Section 1. Purpose

- A. Senate shall have the following powers to advocate on behalf of the interests of the student body:
 - 1. Serving as the legislative branch of the ASOC

2. Allocating and administering funding from student body fees
 3. Approving new Student Services
 4. Appointing all student representatives to campus committees
 5. Appointing the ASOC Elections Chair
 6. Issuing resolutions on issues of interest to the ASOC membership
 7. Acting as the official representative of the ASOC membership
 8. Initiating and holding general assemblies of the ASOC membership
- B. These powers and their limitations shall be elaborated in the Senate bylaws.

Section 2. Composition

- A. The Senate shall be composed of:
 1. A Student Body President
 2. Five Vice Presidents
 3. Eight Class Senators, two from each class
 4. Chief of Staff (appointed)
- B. The term of office for all Senators, Vice Presidents, and the Student Body President is for one academic term (fall and spring semesters). Any ASOC Senate official elected mid-term shall serve their respective office for the remaining spring semester.

Section 3. Procedure

- A. Senate meetings shall be chaired by the Student Body President or the President's designee.
- B. The Senate shall meet at least once a week, at a date and time most utilitarian for the student body.
- C. Quorum: An official meeting of the Senate can only be called to order with the presence of two-thirds of the elected Senators and/or designated proxies.
- D. The Student Body President and all Senators shall attend all Senate meetings, unless otherwise specified in the bylaws.
- E. For each vote of Senate, each Senator shall have one vote.
- F. Votes on resolutions, the budget, or funding proposals shall in Senate pass by majority of Senators present.
- G. Any Senate procedures not delineated by this Constitution or Senate bylaws will be determined by a Senate designated committee.
- H. The Senate shall have standing committees as specified in their bylaws.

Section 4. Budget

- A. Each year Senate shall approve a budget for the allocation of student body fees at the beginning of each academic year. The timeline and procedure shall be detailed in the Senate bylaws.
- B. Student Service Managers shall submit proposed budgets to Senate for feedback before the end of the academic year. Student Service Managers shall submit final proposed budgets to Senate for approval at the beginning of the subsequent academic year.
- C. Changes to student body fees shall be determined to go to ballot by ASOC Senate, who will consider any proposed change with respect to current tuition costs, fees at current

comparison schools, the demonstrated need of the student body and anticipated demands of the yearly budget.

1. Approval of any proposed fee change to go to ballot shall require a two-thirds majority vote from Senate
 2. After Senate approval, ASOC members will determine the proposed fee increase through a vote. The following two criteria must be met for the student body fee alteration to pass:
 - a. Receive a two-thirds majority of those casting ballots, with abstentions counting as non-votes.
 - b. Be voted on by at least twenty percent (20%) of the ASOC membership.
- D. Student Services and Senate cannot spend more than fifteen percent (15%) of ASOC savings on capital improvement per academic year.
- E. The Occidental Weekly shall receive eleven percent of the ASOC income derived from student body fees. KOXY shall receive three percent of the ASOC income derived from student body fees and may participate in the Spring student services budget procedure for additional funding.

Section 5. Advisor

The advisor to the Senate shall be the Assistant Dean of Students for Student Life, or designee. This advisor shall serve at the discretion of the Senate and provide services as detailed in the Senate bylaws.

Article VI. Honor Board

Section 1. Purpose

- A. The Honor Board serves as the judicial branch of the ASOC.
- B. The Honor Board shall review cases of alleged violations of the Honor Code, which states, "No student shall take unfair advantage of another student or member of the Occidental Community."
- C. The Honor Board shall serve as student representatives in the college adjudication processes.

Section 2. Composition

- A. The Honor Board shall composed of ten (10) student jurors, elected at-large from the ASOC membership.
- B. The term of office for Honor Board jurors is up to four (4) semesters, or as specified in their bylaws.

Section 3. Procedure

- A. An official Honor Board hearing can only be called when at least seven (7) jurors are present.
- B. Cases may be brought to the attention of the Board by any member of the Occidental community.
- C. In any case, the Honor Board must make three determinations:

1. Whether an Honor Code violation has occurred
 2. How to rectify the advantage, if taken
 3. How to restore the concept of honor in the Occidental community
- D. All Honor Board decisions are subject to appeal to the Constitution Commission. Their decision is final.
1. Grounds for appeal shall be limited to new evidence, suspected bias, or procedural error. Dissatisfaction with outcome shall not be grounds for appeal
- E. All other procedural questions will be addressed in the Honor Board bylaws.

Section 4. Advisor

The advisor to the Honor Board shall be the Occidental professional staff member in charge of student conduct, or designee. This advisor shall serve at the discretion of the Honor Board and provide services as detailed in the Honor Board bylaws.

Article VII. Renewable Energy and Sustainability Fund

Section 1. Purpose

The Renewable Energy and Sustainability Fund (RESF) will disburse funds and make investments to reduce Occidental College's greenhouse gas emissions, promote renewable energy, energy, and resource conservation on campus, and otherwise contribute to a more environmentally sustainable campus.

Section 2. Composition and Appointment Process

- A. These funds will be managed and distributed by a Renewable Energy and Sustainability Committee.
- B. The Sustainability Fund will consist of at least twelve (12) students:
 1. President, Treasurer and Secretary positions will be voted on by Sustainability Fund members through simple majority
 2. There shall be at least two members from each class represented on Sustainability Fund.
 3. Vice President of Sustainability (dual role in Senate and RESF)
- C. Members will be appointed by the Vice President of Sustainability, the Sustainability Coordinator (advisor), and existing members of the committee.
- D. Members will serve for up to a two-year term. If members are interested in serving again, they may re-apply.
- E. If a member chooses to go abroad or take a semester off, they must give up their seat, but are eligible for re-application.

Section 3. Procedure

- A. Money for the Renewable Energy and Sustainability Fund will be raised by a ten (10) dollar per student per semester Renewable Energy and Sustainability fee on ASOC members, as part of the student body fee.
- B. At least fifty percent (50%) of each annual budget must be spent on technologies, infrastructure, environmental programs, renewable energy or capital improvements. At

least twenty-five percent (25%) of each annual budget must go to the Occidental Bike Share.

- C. Money not spent or invested at the end of each year will be deposited in ASOC savings.

Section 4. Advisor

The advisor to the RESF shall be the Occidental Sustainability Coordinator, or designee. This advisor shall serve at the discretion of the RESF and provide services as detailed in the RESF bylaws.

Article VIII. Diversity and Equity Board

Section 1. Purpose

The Diversity and Equity Board (DEB) serves as an official student-led branch of ASOC that works towards the empowerment of and improved conditions for structurally marginalized groups on campus. The purpose of this board is to support student and faculty-led initiatives that foster a campus climate of inclusivity through intersectionality, the compilation of reports on offices' and the commitment of the ASOC branches to diversity and equity, and putting forth recommendations towards improved practices.

Section 2. Composition:

- A. The Diversity and Equity Board will be composed of nine voting members and a faculty member to serve as the Board Advisor.
- B. There will be one non-voting ASOC Senate liaison.
- C. For each vote of DEB, each member shall have one vote.
- D. One (1) member will be a Programming Assistant from Intercultural Affairs determined by either DEB or Intercultural Affairs.
- E. Eight (8) members will be appointed through an internal application and interview process
 - 1. Appointments will take place in the middle of the Spring Semester for the following year.
 - 2. If a Diversity and Equity Board member goes abroad or takes a leave of absence, they must reapply for a position upon their return during the next application process.
 - 3. Otherwise, members will be able to keep their position until leaving the college or graduation.
- F. Roles of Diversity and Equity Board members
 - 1. There will be no hierarchy in the Diversity and Equity Board; each member will share the responsibility of researching and compiling reports.
 - 2. The roles of members are divided into two categories: Administrative and Liaisons. Specific duties will be outlined in DEB bylaws.
 - 3. Administrative Roles
 - a. Secretary
 - b. Treasurer
 - c. Master of Reporting

- 4. Liaisons
 - a. Club Liaison
 - b. Admissions Liaison
 - c. Academic Liaison
 - d. Student Affairs Liaison (2)

Section 3. Advisor

The advisor to the DEB shall be a faculty or staff member of the Occidental community. This advisor shall serve at the discretion of the DEB and provide services as detailed in the DEB bylaws.

Article IX. Student Services

- A. The Student Services provide services that enhance intellectual and social life of students. A list of official Student Services and their scope and limitations shall be maintained in the Student Services bylaws.
- B. Student Service and Student Media Managers will interview and recommend their replacements for the following year to the Student Services Supervisor. The Student Services Supervisor shall make final hiring and firing decisions.
- C. The Senate Advisor and/or designee(s) shall serve as the Student Services Supervisor. This professional staff member shall:
 - 1. Advise the Student Service Managers in all matters as needed
 - 2. Serve as an administrative resource for the Student Services
 - 3. Offer budgetary suggestions and help Student Service Managers draft their budget proposals

Article X. Meetings Among ASOC Sections to Increase Transparency, Accountability and Communication

Section 1. Purpose

Each elected and appointed branches of ASOC will meet together once at the beginning of each semester. For each meeting of the semester, each section will come prepared with measurable goals. Two-thirds of each ASOC branch must be present at each meeting.

Section 2. Special Branch Meetings

- A. Special meetings may be called by any ASOC branch upon written request by at least one-third of an ASOC branch. The purpose of the meeting shall be stated in the notice.
 - 1. Meetings may be closed upon two-thirds vote of all members of each branch that will be partaking in the meeting
 - 2. There will be no voting and no committees shall be formed
 - 3. No member of any branch may send a proxy
 - 4. Time and location will be mutually agreed upon by branches involved
 - 5. Will not be used for training and staff development

Article XI. Officer Resignation and Removal

Section 1. Officer Resignation

Any ASOC official voluntarily resigning from office must provide their respective ASOC branch leader and the ASOC President notice in writing at least one week prior to relinquishing their duties, and within two weeks of being notified of ineligibility.

Section 2. Officer Removal

- A. Any member of the ASOC may enact a petition for the removal of an elected official. They must collect signatures of fifteen percent (15%) of the students in the official's constituency, be that a class, or the entire student body.
- B. Any of the following shall be considered grounds for removal:
 1. Serious misconduct, negligence or repeated inattention in carrying out official duties
 2. Misappropriation of funds
 3. Willful violation of the provisions of this Constitution
- C. Students' signatures represent their support of the value of discussion of the elected official's conduct of office, but may not necessarily represent a vote of no confidence.
- D. These signatures shall be presented to the section of ASOC in which the proposed impeached officer resides.
- E. The section of ASOC in which the petition for officer removal resides shall immediately inform the impeached party of the pending no-confidence vote and must receive a prompt response. Within twenty-four (24) hours of receiving a response from the impeached party, the section of ASOC shall announce the impeachment vote to the impeached party's constituency through the most rapid and widespread method(s) available.
- F. As soon as the announcement is made, a 48-hour campaign period shall begin, for both the impeached party and the impeaching party. If at all feasible, a well-publicized forum or other open, in-person community meeting should be held by the section of ASOC. Priority in scheduling the forum shall be given to the impeached party's schedule.
- G. At the end of the 48-hours, polls shall open to the impeached party(ies)'s constituency. The question shall be a vote of confidence or no confidence. The impeached officer shall be immediately removed from office if:
 1. Receive a two-thirds majority of those casting ballots, with abstentions counting as non-votes.
 2. Be voted on by at least twenty percent (20%) of the impeached party(ies)'s constituency.
- H. The impeached officer may appeal the vote to the Constitution Commission. Their decision is final.
 1. Grounds for appeal shall be limited to new evidence, suspected bias, or procedural error. Dissatisfaction with outcome shall not be grounds for appeal.
- I. The impeached officer shall be ineligible for any future elected or appointed ASOC position.

- J. Impeachment proceedings for appointed officers shall be outlined in their respective ASOC branch bylaws.

Section 3. Vacancies

- A. Vacancies in elected positions shall be handled in the following manner:
 - 1. If there are fewer than ten weeks remaining in the academic semester, the respective elected section of ASOC where the vacancy resides may appoint an individual for the unexpired term of office subject to approval of the majority of that elected section.
 - 2. If there are more than ten weeks remaining in the academic semester, there shall be an official election within two weeks. Eligible members must allow a minimum of three business days to declare their intent to run for the vacant position.

Article XII. Constitution Commission

Section 1. Purpose

- A. To ensure fairness in matters of conflict stemming from this Constitution, the Constitution Commission shall address the following:
 - 1. ASOC Branch bylaws interpretation/conflicts
 - 2. Honor Board decision appeals
 - 3. ASOC Constitutional reviews
 - 4. ASOC officer impeachment vote appeals

Section 2. Composition

The Constitution Commission shall be comprised of ASOC branch representatives who serve a bureaucratic role in their respective branches (e.g., DEB secretary, Senate Chief of Staff, RESF secretary), one Honor Board point person, and one Student Service Manager. ASOC branch advisors shall serve in a consulting capacity.

Article XIII. Amendments to the Constitution

Section 1. Process

- A. Amendments may be referred to the ASOC membership in one of two ways:
 - 1. Amendments may be referred to the ASOC membership by a two-thirds majority vote of the Senate
 - 2. Amendments may be referred to the ASOC membership by a petition. Such a petition must be signed by thirty percent (30%) of the ASOC membership. The Senate shall have the right to spend up to five business days verifying the signatures if deemed necessary.
- B. To pass, an amendment must meet the follow two criteria:
 - 1. Receive a two-thirds majority of those casting ballots, with abstentions counting as non-votes.
 - 2. Be voted on by at least twenty percent (20%) of the ASOC membership.

C. Amendments to the Constitution will take effect immediately after ratification unless otherwise stipulated in the amendment.

Section 2. History

A. The Senate Chief of Staff shall ensure that a record be kept of the dates and substance of all changes to this Constitution.