



## 2019-20 ASOC CONSTITUTION COMMISSION PROPOSED REVISIONS

The 2020 Constitutional Commission was assembled of members from all four ASOC branches (DEB, Honor Board, RESF, and Senate) as required by the Constitution ([yes, we have a student constitution! View it here](#)). At the first informal meeting in November, sitting around eating MP Thanksgiving, it was quickly established that all members present had an interest in crafting transformative change in the operations and structure of ASOC. There was a broadly shared discontent with the strangely unequal branches, with lacking inter-branch communication or collaboration, and the overall feeling that ASOC was not functioning at its full potential. Additional issues include the number of roles that the President must take on, lack of connections between ASOC officers and College leadership, and need for closer compliance to non-profit law (ASOC holds the status of a 501(c)3 distinct from the College).

Over the past few months, at formal and informal meetings, ASOC officers have shared their belief in the potential of ASOC as the “union of students,” a group of elected and appointed students who can come together to better advocate for the needs of the students. [You can view some of our work here](#). Recent campus events further illustrated the need for an effective student union.

The primary result of these productive conversations is the proposed All-Branch Executive Committee. As you can read below, the Executive Committee will be composed of two members from each of the four branches, plus the ASOC President (who is no longer part of Senate in order to balance the branches and the President’s workload) and a newly-created ASOC Finance Director who will be directly elected by students.

**The Executive Committee will provide many helpful changes to the structure of ASOC: centering diversity, equity, and environmental justice for all branches; decisions that will affect all branches will now be made by all branches; better institutional connections; a clearer ASOC structure that is more similar to other non-profits; and Senate no longer reigns over other branches.** Additionally, the elected position of Finance Director will improve the uniformity and transparency of ASOC funds, meaning that your money will be handled better.

Thank you for taking your time to read this and to better understand ASOC—*our student union!* Below are all of the proposed changes. The first addition is the new article on the Executive Committee and all following changes are adaptations of the Constitution to allow for the Executive Committee. We need at least 20% of the student body to vote, so **remember to vote at my.oxy.edu starting Tuesday morning!**

**ADD** the following new article:

## Article 2. All-Branch Executive Committee

### Section 1. Purpose

- I. The Executive Committee shall be formed as a coalition of the four branches, chaired by the ASOC President and supported by the ASOC Finance Director, in order to
  - A. Structure ASOC to most successfully give agency to all students, in particular traditionally marginalized and underrepresented students who are continually left out of higher education boardrooms and elected positions;
  - B. Utilize the shared power of the student body in campus decision-making in the spirit of shared campus governance;
  - C. Implement the values of equity, environmental justice, and student solidarity across all branches; and
  - D. Improve communication between branches and between ASOC and the College.
  
- II. The Executive Committee shall hold the following powers:
  - A. Allocating student body fees to branches and student services for the following year;
  - B. Overseeing and approving new Student Services;
  - C. Initiating, coordinating, and holding general assemblies of the ASOC membership;
  - D. Ensuring the long-term financial health of ASOC through regular budgetary reviews, including decisions over the ASOC savings and investment funds;
  - E. Amend and enforce the All-ASOC Funding Guidelines, which prevail over each branch's respective funding guidelines;
  - F. Final approval of the following fiscal year's ASOC Budget; and
  - G. Advocating for the excellence, equity, community, and service of all ASOC members through official actions and resolutions aimed at supporting initiatives and communities on and off campus.

### Section 2. Composition

- I. The Executive Committee shall be composed of:
  - A. ASOC President, who is elected by the student body and independent of all branches
  - B. ASOC Finance Director, who is elected by the student body and independent of all branches
  - C. Two representatives each from the membership of Senate, Honor Board, Diversity and Equity Board, and Renewable Energy & Sustainability Fund.
    1. The appointment of each individual member to represent their branch in the Executive Committee, as well as the length of their term on the Executive Committee, shall be determined by the bylaws of their respective branch.
    2. Executive Committee members need to have served at least one semester on any ASOC branch before being eligible to serve on the Executive Committee.

### Section 3. Procedures

- I. Meetings
  - A. The Executive Committee shall meet once every two weeks during the school year at a convenient time that does not conflict with any of the branches' general meetings.
  - B. Meetings shall be set and chaired by the ASOC President. Emergency meetings may be called by the ASOC President, ASOC Finance Director, or by a written call for a meeting signed by any members of at least two branches.
  - C. Meetings shall be open, and advertised to all of the student body.
  - D. One member of the Executive Committee shall take minutes at each meeting on a rotating basis. These minutes must be approved by the Committee at a later meeting and kept in perpetuity.
- II. Voting
  - A. For each vote of the Executive Committee, each branch representative shall have one vote. Both the ASOC President and Finance Director are non-voting members, and the ASOC President shall only cast a vote in the case of a tie.
  - B. Quorum constitutes at least two thirds of Executive Committee members with at least one representative from each branch.
  - C. Given quorum, a majority of those present must vote in favor for a motion to pass. The ASOC President may vote in the case of a tie.
- III. Annual Report
  - A. All members of the ASOC Executive Committee shall work collaboratively to publish an annual report that summarizes the work of ASOC, including the work of the Executive Board, all branches, and the activities funded by ASOC.

#### Section 4. ASOC President

##### I. The President shall:

- A. Be elected in the Spring to serve for the following school year (Elections are detailed in Article 7);
- B. Serve as the primary ASOC liaison to the President of the College, the Dean of Students, and the Board of Trustees;
- C. Regularly update the student body on the work of ASOC and the College;
- D. Attend and chair all meetings of the Executive Committee, including moderating discussions and facilitating voting;
- E. Set the agenda and send it out to the Executive Committee at least 48 hours prior to the meeting and to the campus public at least;
- F. Frequently attend the meetings of each branch to give an update and to listen to the members of said branch;
- G. Deliver a speech at the Orientation Welcome;
- H. Set ASOC Executive Committee House Rules;
- I. Sign ASOC checks at the request of the ASOC Finance Manager;
- J. Create special committees contingent to the approval of the Executive Committee;
- K. Advocate for increased student representation in all campus committees, councils, and working groups;
- L. Work alongside relevant campus resources to provide orientation and leadership development opportunities for student leaders; and
- M. Serve on committees as the representative of ASOC, including the College's Budget and Strategic Advisory Committee (BSAC), and the Equity and Inclusion Group (EIG).

#### Section 5. ASOC Finance Director

##### I. Finance Director shall:

- A. Be elected in the Spring to serve for the following school year (Elections are detailed in Article 7);
- B. Work alongside the ASOC Finance Manager to oversee the financial affairs of ASOC, including each branch;
- C. Work with the Executive Committee and the finance chair of each branch to review, publicize, and enforce the funding guidelines and funding processes;
- D. Maintain constant communication with the finance chair of each branch about funding allocations, processes, and questions;
- E. Communicate and meet with the ASOC Finance Manager about funding allocations, reversals, and questions as often as necessary;

- F. The ASOC Finance Director, in consultation with the ASOC President and ASOC Finance Manager, will perform a periodic review (3&9, 6&6, 9&3 quarterly assessment) to monitor actual and projected revenues and expenditures.
  - a. Upon completion of the budget review, the quarterly assessments are presented to the Executive Committee for verification, adjustment and approval.
- G. Coordinate the annual budget review process and have a finalized budget for the following fiscal year ready for Executive Committee vote before the end of the school year;
- H. Meet semesterly with the Chief Operating Officer to offer a student perspective on the financial strategies, financial planning, and budget management functions of the College;
- I. Serve on the College's Budget and Strategic Advisory Committee; and
- J. Meet with Student Service Managers to discuss operations and report back to the Executive Committee on their achievement and address concerns. Ensure that they provide an annual detailed performance report.

#### Section 5. Student Services

- I. Student Services shall enhance the intellectual and social life of students. A list of official Student Services and their scope and limitations shall be established in the Executive Board bylaws.
- II. To maintain editorial freedom and prevent conflicts of interest, the scope and limitations of The Occidental and KOXY shall not be subject to Senate oversight.
- III. Each Student Service is required to have a Supervisor determined at the discretion of each Student Service.
  - A. Student Services Managers will interview and make recommendations for hiring and firing. The Student Services Supervisor shall make final hiring and firing decisions, informed by the recommendations of the respective Student Services Managers.
- IV. A designee of the ASOC President may partake in the hiring of Student Service Managers if agreed upon by both the Student Service Manager and the Executive Board.
- V. Student Service Managers shall submit budgets to the ASOC Finance Director for approval at the beginning of the academic year, prior to the approval of the budget.

#### Section 6. Budget

- I. Executive Committee shall approve a budget for the allocation of the student body fees by the end of the academic year for the coming year.
- II. Executive Committee shall determine whether any changes to the student body fees will go to ballot.

- III. Executive Committee will consider any proposed changes with respect to current tuition costs, fees at comparison schools, the demonstrated needs of the student body, and anticipated demands of the yearly budget.
- IV. Approval of any proposed student body fee changes to go to ballot requires a two-thirds majority vote in favor from the Executive Committee.
  - A. If the proposed student body fee changes go to ballot, the following is required for the proposed student body fee changes to pass:
    - 1. Be voted on by at least twenty percent of the ASOC membership.
    - 2. Of those casting ballots, a two-thirds majority vote in favor with abstentions counting as non-votes.
- V. If it is determined necessary to withdraw from any ASOC bank account by any of the branches or the ASOC Finance Manager, a two-thirds majority vote in favor from the Executive Board is required to withdraw from any ASOC bank account.
- VI. The Occidental shall receive at least eleven percent of the annual student fees. VI. KOXY shall receive at least three percent of the annual student fees.

#### Section 7. Bylaws

- I. Any Executive Committee procedure not delineated in the Constitution shall be specified in the Executive Committee Bylaws.
  - A. The Bylaws shall be first created by the Constitutional Commission then maintained by the Executive Board.

**REVISE** Article 3. Senate, Section 1. Purpose, and Section 2. Composition, in order to reflect the addition of the Executive Board:

#### Section 1. Purpose

- I. The Senate shall have the following powers to advocate on behalf of the student body:
  - A. Serving as the legislative branch of the ASOC;
  - B. Allocating and administering funding from the Senate funds, including the Capital Improvements budget;
  - C. Appointing student representatives to all campus committees;
  - D. Appointing the ASOC Elections Chair;
  - E. Issuing resolutions on issues of interest to the ASOC membership; and
  - F. Providing opportunities for the development of student leadership qualities

#### Section 2. Composition

- I. The Senate shall be composed of:
    - A. Five Vice Presidents
    - B. Two First-Year Class Senators
    - C. Two Sophomore Class Senators
    - D. Two Junior Class Senators
    - E. Two Senior Class Senators
    - F. Chief of Staff (appointed)
  - II. The Senate may appoint additional officials to assist the Senate in its duties.
- 

### Other Changes:

- **REMOVE** current Article 2, Section 5. Student Services (replaced by proposed Executive Board Section 6.)
- **REMOVE** current Article 2, Section 6. Budget (replaced by proposed Executive Board Section 7.)
- **REMOVE** current Article 6, Section 5. ASOC Voting (replaced by Executive Board)
- **REMOVE** current Article 6, Section 6. ASOC Funding Guidelines (replaced by proposed Article 2, Section 1., part II, item E)
- **ADD** “ASOC President and ASOC Finance Director” to elections regulations in current Article 6, Section 1. Elections (to reflect the addition of these positions as non-Senate positions).
- To accommodate the new Article 2. All-Branch Executive Board, **REVISE** the numbering of all following articles, beginning with current Article 2. Senate, to maintain numeric ordering.
- **REMOVE** the use of “the” in “the ASOC” when used as a proper noun. This aligns the Constitution with modern, common usage of the acronym.
- **All changes, if approved, will take effect following the 2020-21 School Year** to allow for the necessary bylaw changes and new positions to be voted in.