

# MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT STUDENT SENATE CONSTITUTION

## PREAMBLE

*We, the voice of the Milwaukee Area Technical College Student Body, in order to form a more perfect union with the MATC Administration, realize the benefits of unified action, promote democratic citizenship, accurately represent the students, and provide a forum for the ethical enactment of policies, do hereby ordain and establish this Constitution to govern the Milwaukee Area Technical College District Student Senate.*

## ARTICLE I

### Name

Section 1 – The governing body shall be termed the MATC District Student Senate and be advised by the Director of Student of Life.

## ARTICLE II

### Duties, Responsibility, and Purpose

Section 1 – The purpose of the District Student Senate is to represent the Student Body on a district, local, state, national, and international level.

Section 2 – All Representatives of the Student Government have a responsibility to uphold the integrity of the District Student Senate as outlined in this document, and to fulfill their obligation to the students through any manner not stated herein but deemed appropriate by them or the student body.

Section 3 – The duties of the District Student Senate are:

- a) To approve student fees and budget the funds accumulated from such fees.
- b) To recognize and discipline all student clubs and organizations and to vote upon any of their requests for funds.
- c) To plan, approve, and/or coordinate student-oriented programs/events which involve more than one campus.
- d) To act as a judicial body over the Campus Student Governments for any unresolved issues or complaints.
- e) To confirm all selections and appointments of students to any committees, organizations, or conferences requiring Student Government representation.
- f) To formulate policy decisions or platforms to be presented at any meeting or conference requiring Student Government representation and to approve the selection of those who are to present.
- g) To select a Student Government Representative to be Ex Officio Member to the MATC District Board within the last quarter of each spring semester who will serve for the following academic year.

Section 4 – District Student Senate Executive Board consists of the Chair, Co-Chair, and Parliamentarian.

## ARTICLE III

### Membership

Section 1- Members of the District Student Senate must be current Student Government Representatives and shall carry the additional title of Senator. They are to be the current President and Vice-President of each campus Student Government; along with three additional Student Representatives from the Milwaukee Student Government, and two additional Student Representatives from the Mequon, Oak Creek, and West Allis Student Governments as elected by their respective General Assemblies; the Governor of the Wisconsin Student Government (WSG); the highest ranking member of the American Student Association of Community Colleges (ASACC); and the representative to the MATC District Board. No campus may have more than five voting positions. The elected Chairperson may designate an additional member to serve on the District Student Senate from any campus Student Government

Section 2 – The term of service for Senators who are elected by a Campus Student Government shall be from the first meeting following their election through the end of the following semester. These Senators may maintain their position until either a replacement is elected or they are re-elected.

Section 3 – A replacement or substitute may be sent to maintain the vote of an absent senator. Their replacement process will be decided upon by the individual Student Government bylaws.

Section 4 – The district Student Senate may sanction its members following Robert’s Rules of Order, by a two-thirds vote of the entire membership.

## ARTICLE IV

### Officers

Section 1 – The Officers of the District Student Senate shall be the Chairperson, Vice Chairperson, and Parliamentarian. Officers must be elected members of the District Student Senate.

Section 2 – Officers are to be elected by a majority of the District Student Senate within the first quarter of the fall semester and shall take office immediately following the elections.

Section 3 – Should the office of Chairperson become vacated, the Vice Chairperson shall become the new Chairperson. All other vacancies are to be filled by special election.

Section 4 – The term of office for officers shall be one academic year.

## ARTICLE V

### Duties of Officers

Section 1 – The duties of the Chairperson are to preside at all General Assembly meetings of the District Student Senate, call special meetings, and perform all other duties incumbent of the office not otherwise stated in this Constitution, but approved by the District Student Senate.

Section 2 – The duties of the Vice Chairperson are to assume the duties of the Chairperson in his/her absence, to oversee all committee Chairpersons, and perform all other duties incumbent upon the office delegated by the Chairperson with concurrence of the District Student Senate.

Section 3 – The duties of the Parliamentarian are to advise the Senators on parliamentary law during District Student Senate meetings.

## ARTICLE VI

### Committees

Section 1 – The District Student Senate committees shall be District Events and Budgetary. Additional ad hoc committees may be established to function for up to one year before requiring renewal.

Section 2 – A Senator is elected by the Senate to serve as Chair of each committee. Membership is open to all MATC students and staff with approval of the Chairperson, but may be overridden by the DSS Standing Rules.

Section 3 – The Campus Student Government Vice Presidents are required to be a voting member of the District Events Committee, and the Campus Student Government Treasurers are required to be a voting member of the Budgetary Committee.

Section 4 – In the event that the Vice President of Treasurer from one campus are elected into a position of the District Student Senate that would prevent them from participating in either committee, their campus must send another Student Representative in their place.

Section 5 – Only committee members who are Student Government Representatives may cast votes at committee meetings. Only the Chairperson may preside.

## ARTICLE VII

### Meetings

Section 1 – All Student Government meetings shall be conducted using as a guideline MATC DSS Standing Rules. (See Article XI – Section 2).

Section 2 – District Student Senate sessions are to be held at least once per month during the academic year. Meetings shall be held on weekdays, at times which are convenient for a majority of the Senators. The schedule of these sessions will be approved at the first meeting of each semester. Sessions are open to the public.

Section 3 – Additional meetings may be called by the Chairperson or the Director of Student Life.

Section 4 – All new business must be submitted to the Director of Student Life in writing or by e-mail at least one week prior to the meeting.

Section 5 – If the Chairperson and Vice Chairperson are not present, a vote shall be conducted to select a temporary Chairperson by the Director of the Student Life.

Section 6 – For the order of the day, new business shall be put before old business as to run the meetings smoothly and keep them on time.

## ARTICLE VIII

### Voting

Section 1 – Every Senator, who has been properly elected by their individual Student Government, has one vote. The presiding Chairperson may vote only in the case of a tie. All votes must be cast either in person or with technology (i.e., Skype, or telephone conference) with prior approval from the Director of Student Life 72 hours of meeting for used of technology or conference calls.

Section 2 – At all meetings a quorum is required in order to conduct a vote. Quorum shall be **a simple majority** of properly elected Senators and at least on Senator from each of the individual Student Governments in addition to the presiding Chairperson.

## ARTICLE IX

### Resolutions

Section 1 – Specific requests for action shall be contained in resolutions approved by the District Student Senate. Resolutions to be considered by the District Student Senate are to be submitted to the Director at least two days before the meeting. District Student Senate resolutions will be sent to the Vice President of Student Services requesting a response within Thirty (30) days.

## ARTICLE X

### Minutes

Section 1 – Minutes of all sessions shall be kept by an elected secretary who is a member of the Student Government.

Section 2 – The Student Representative is not required to be elected to the District Student Senate, however, if they are not properly elected to the District Student Senate, they will participate only as a non-voting member.

Section 3 – Copies shall be given to the Office of Student Life and the Executive Board. Minutes should be submitted by one (1) week after all sessions and maintained following their approval by the Secretary.

## ARTICLE XI

### Amendments

Section 1 – Constitutional amendments must be introduced at least two meetings prior to their being put to a vote and be published in the minutes. Approval requires a two-thirds vote of the District Student Senate.

Section – 2 Robert's Rules of Order will be superseded by MATC DSS Standing Rules.