



**Associated Students of Calbright College
Constitution**

History

Adopted: January 31, 2023
Revised: May 18, 2026

ASCC Constitution

PREAMBLE

As the students of Calbright College, we recognize the need for self-governance and student representation, do hereby establish the student body association titled Associated Students of Calbright College and assume the powers and responsibilities of self-government and shared governance as authorized by the Board of Trustees of the Calbright Community College District pursuant to California Education Code § 76060.

MISSION

To serve as the official voice for the student body of Calbright College; to enhance sound student governance; to serve in Calbright College Participatory Governance; to promote respect and access regardless of race, religion, national origin, sexual orientation, age, geographical location, or gender; to ensure that all students voices are heard; to express the general will of the students to the administration; and to ensure representation among the College, legislature, and Chancellor's Office.

ARTICLE I: NAME AND INSIGNIA

Section 1. Name

- I. The Associated Students of Calbright College shall be referred to in short form for official purposes as ASCC.

Section 2. Insignia

- I. The official colors of the ASCC shall be the same as Calbright College.

ARTICLE II: MEMBERSHIP AND PRIVILEGES

Section 1. Membership

- I. Membership consists of the student body at Calbright College.

Section 2. Privileges

- I. All eligible members shall have the right to participate in all ASCC Officer positions, subject to any requirements set forth in the ASCC Constitution & Bylaws and Calbright College.

ARTICLE III: OFFICERS

Section 1. Oath of Office

- I. Before an Officer assumes the designated position, they shall take the following Oath or Affirmation: I, (Officer's Name), do solemnly affirm that I

shall faithfully execute the duties and responsibilities entrusted to me by virtue of office and shall to the best of my ability, assist in preserving, protecting, and enforcing the Constitution of the Associated Students of Calbright College (ASCC) as well as advocate for the needs of the students at Calbright College.

Section 2. Official Positions

- I. The official positions are as follows:
 - A. President
 - B. Vice President
 - C. Chief Executive Assistant
 - D. Commissioner of Business Pathways
 - E. Commissioner of Technology Pathways
 - F. Commissioner of Health Sciences Pathways
 - G. Commissioner of Alumni Relations
 - H. Commissioner of External Relations
 - I. Commissioner of Student Support
 - J. Commissioner of Community Engagement

Section 3. Term Limits

- I. Unless otherwise elected or appointed to fill a vacant position, all Officers begin their term of office January 1 and go through December 31.
- II. Officers may serve up to two terms. If an Officer serves a partial appointment of three months or less, that partial appointment will not count as a full term for purposes of the two term limit.

Section 4. Eligibility

- I. Every Officer must maintain eligibility to serve in an official position. These eligibility requirements are:
 - A. Must be a current student.
 1. Officers who complete the program in which they are enrolled during their term of office may remain in their official position if enrolled into another Calbright program within the next 14 days.
 - B. Be in good academic standing at Calbright College.
 - C. Demonstrate monthly progress towards program completion.
 - D. Adhere to Calbright College student conduct policies and ASCC Constitution & Bylaws.
 - E. Complete all onboarding and training by assigned deadlines.
 - F. Must attend all ASCC meetings.
 1. If four absences occur during the appointment, the Officer may be subject to removal.

Section 5. Removal

- I. Any Officer who fails to meet eligibility requirements shall be subject to removal from their official position.
- II. Any Officer may request that an item be placed on the agenda of a Monthly Meeting or Special Meeting for the purpose of determining whether to initiate removal proceedings against an Officer for failure to meet eligibility requirements.
- III. For the removal process, see Bylaws Article V: Officer Removal.

ARTICLE IV: ADVISORS

Section 1. Description

- I. The Advisor is a designated Calbright employee who will provide guidance and support to Officers, facilitating their development and ensuring adherence to governance practices. This role is essential for maintaining effective student leadership.

Section 2. Responsibilities

- I. The Advisor is responsible for:
 - A. Conducting all ASCC training, retreats, interviews, onboarding, and other leadership opportunities.
 - B. Consulting with Officers regarding projects and responsibilities as deemed necessary.
 - C. Being available to Officers for meetings as needed.
 - D. Providing guidance to student government initiatives and suggestions.
 - E. If the Election Committee cannot meet quorum, its duties shall be performed by the ASCC Advisor(s).

ARTICLE V: VACANCIES

Section 1. President Vacancy

- I. In the case of a vacancy of the ASCC President, the line of succession for ASCC shall be:
 - A. Vice President
 - B. Chief Executive Assistant
 - C. Any other interested ASCC Officer, nominated and chosen by the ASCC.
 - D. If there are no eligible or interested ASCC Officers, vacancies in the office of President shall be filled in accordance with the procedure described in Article V, Section 2, below.

Section 2. Filling Open Positions

- I. Unless otherwise provided by Article V, Section 1, if an official position becomes vacant before the term of office expires, the following steps and requirements will be used to fill the vacancy:
 - A. If there are fewer than 90 days remaining in the term, the ASCC Officers may choose to leave the position vacant until the next election cycle.
 - B. If the remaining Officers choose to fill the vacant position(s), they will disseminate a notice of vacancy to the student body announcing that ASCC is accepting applications to fill the vacant official position(s).
 - C. Officers will review applications.
 - D. Advisor(s) will ensure applicants satisfy the Officer eligibility requirements outlined in Article III, above.
 - E. All applicants will be interviewed by at least one Officer and Advisor.
 - F. Officers will vote on qualified applicants to fill vacant positions.
 - G. The qualified applicant(s) selected by a majority vote of all current Officers will take the Oath of Office, administered by a current Officer or Advisor.
 - H. After taking the Oath of Office, the qualified applicant selected by a majority vote of all current Officers will assume the designated official position.

ARTICLE VI: ELECTIONS

Section 1. ASCC Election

- I. The ASCC Election will occur every year to elect all ASCC Officers positions. For the election procedure, refer to Bylaws Article IV: ASCC Elections.

Section 2. Voter Eligibility

- I. All currently enrolled students at Calbright College are eligible to vote.

Section 3. Constitutional Amendment Election

- I. Any amendments to the ASCC Constitution must be ratified by the student body in accordance with Article VIII.

ARTICLE VII: RULES OF ORDER

Section 1. Procedure

- I. ASCC meetings should be conducted using Parliamentary Procedure.

Section 2. Brown Act

- I. ASCC meetings shall adhere to the Ralph M. Brown Act.

Section 3. Financial Oversight

- I. When applicable, ASCC may implement financial oversight protocols to ensure transparent budgeting, fund allocation, and expenditures, with documented transactions subject to periodic audits and Board review.

ARTICLE VIII: AMENDMENTS

Section 1. Amendment Proposals

- I. Any ASCC Officer may propose an amendment to the provisions of this Constitution. The proposal shall be considered by the Officers as a discussion item in a regularly noticed meeting. An affirmative vote of two-thirds ($\frac{2}{3}$) of the current Officers is required to advance the proposal to the ASCC membership for ratification.

Section 2. Ratification

- I. Upon recommendation for approval by the ASCC Officers in accordance with Article VIII, Section 1, a proposal to amend the provisions of this Constitution shall be sent to the ASCC membership for ratification during the next ASCC Election. A two-thirds ($\frac{2}{3}$) vote of ASCC membership is required to ratify a Constitutional Amendment.

Section 3. Prior Notice

- I. ASCC Officers shall disseminate all proposed constitutional amendments to the ASCC membership at least 10 days before the start of the election in which the proposals will be presented for ratification.

Section 4. Amendment History

- I. A list of revision dates of all amendments to the ASCC Constitution must be kept in the current version of the Constitution.

Section 5. Emergency Amendments

- I. Upon a finding of two-thirds ($\frac{2}{3}$) of the current ASCC Officers that an urgent situation requires immediate changes to the ASCC Constitution, an emergency amendment may be approved with a two-thirds ($\frac{2}{3}$) vote of the current ASCC Officers after consideration as a discussion item during a duly noticed ASCC meeting. If approved, the amendment shall take effect immediately, but the amendment shall be presented to the ASCC membership for ratification within 60 calendar days. If the approved emergency amendment is not ratified by an affirmative vote of two-thirds ($\frac{2}{3}$) of the ASCC membership within 60 calendar days after approval by the ASCC Officers, the emergency amendment shall become ineffective on the 61st day.