

THE CONSTITUTION OF
THE ASSOCIATED STUDENTS
OF
MONTANA STATE UNIVERSITY
GREAT FALLS - COLLEGE OF
TECHNOLOGY

PREAMBLE

We, the Associated Students of Montana State University – Great Falls College of Technology, in order to encourage constructive relationships among the students, the faculty, and the administration; to supplement and compliment formal education on the MSU- – GF COT campus; to represent student interests, needs and welfare within the college campus; to provide for the expression of student opinions and interests to the community at large on issues affecting student life; and to protect the privileges and rights of students herein stated, do hereby establish and affirm this constitution for the Associated Students of MSU- – GF COT.

Article 1. – Name

The name of this association shall be the Associated Students of Montana State University - Great Falls College of Technology (ASMSU – GF COT).

Article 2. – Membership

All registered students of MSU – GF COT enrolled for six (6) or more credits and a fee payer shall be members of the Association. As members, they shall be entitled to vote, to hold office in the Association if qualifications for candidacy are met, and to exercise the various rights and privileges of membership.

Article 3. – Structure

- Sec. 1 All officers and senate shall have the primary duties of determining and representing student opinion and executing appropriate action.
- Sec. 2 The management of the Associated Students of MSU - GF COT shall be vested in the Executive Board who will associate a senate.

Article 4. – Executive Cabinet

- Sec. 1 The Executive Cabinet shall administer the affairs of the ASMSU – GF COT. It shall enforce and put into effect all statutes duly passed by the Senate. The Executive Cabinet shall consist of the following:
- a. Officers:
 - 1. President
 - 2. Vice – President
 - 3. Secretary
 - 4. Treasurer
 - b. Two Advisors:
 - 1. One will be a faculty member.
 - 2. The other Advisor will be from the Administration or Staff of MSU – GF COT.
 - 3. Other staff as needed.

4. The Officers will select all advisors and/or staff.

Sec. 2 All members of the Executive Cabinet shall serve with voice and vote within Cabinet meetings, except the Advisors, who serve with voice only.

Sec. 3 Qualifications and terms of Executive Cabinet Officers:

- a. Shall, at the time of their election and throughout their term of office, be members of the Association.
- b. The Officers' terms of office shall begin the day elected during spring term & conclude the following spring term the day the elections are held.
- c. Each Officer, upon election to office, shall read thoroughly and sign their respective Duties and Responsibilities at the conclusion of the elections in the presence of the departing Executive Cabinet.
- d. The officers must be attending classes for a full year (fall and spring semesters) and must be enrolled at least nine credits per semester during the term of office.
- e. Officers are to attend all meetings and report back to their classes and/or programs what transpired at the meetings.
- f. Officers can bring concerns and requests of students to the attention of the Association.
- g. Officers are required to help with any mandatory large events that occur during the semester, unless excused by another member of the Executive Cabinet.
- h. Officers will have regularly scheduled Executive Cabinet meetings and may meet periodically individually with their Advisor(s).

Sec. 4 Expulsion of Executive Officers can occur by a majority vote of the Senate if any of the following occurs:

- a. Miss three (3) consecutive meetings unless excused by 2/3 vote of the Association.
- b. Not performing duties and responsibilities as described above.
- c. Not upholding and/or enforcing the Constitution.
- d. Not maintaining at least a semester grade point average (GPA) of a 2.0.
- e. Not maintaining a minimum of nine (9) credits at MSU – GF COT.

Article 5. – Senate

- Sec. 1 Senators will be asked to represent their program during the first month of each semester.
- Sec. 2 Senators will be dismissed if any of the following occurs:
- a. Miss three (3) consecutive meetings unless excused by an Officer.
 - b. Not performing duties.
 - c. Not upholding and/or enforcing the Constitution.
 - d. Not maintaining at least a semester grade point average (GPA) of a 2.0.
 - e. Not maintaining a minimum of six (6) credits at MSU – GF COT.
- Sec. 3 Each Senator, upon volunteering for office shall read thoroughly and sign the Senator duties and responsibilities form at their first Senate meeting of the semester, in the presence of the Executive Cabinet.
- Sec. 4 Senators are to attend all meetings and report back to their classes and/or programs what transpired at the meetings.
- Sec. 5 Senators will bring all concerns and requests of students to the attention of the Association.
- Sec. 6 All Senators are required to participate in at least one (1) Senate committee.
- Sec. 7 All Senators are required to help with any mandatory large events that occur during the semester, unless excused by a member of the Executive Cabinet.

Article 6. – Terms of Office

- Sec. 1 The Executive Officer's terms will expire at the time of elections in the spring semester of each year.
- Sec. 2 The Senators' terms will expire at the end of each semester.
- Sec. 3 Advisors will be reconfirmed at the time of elections in the spring semester of each year by the Executive Officers.

Article 7. – Financial Policy

- Sec. 1 The Associated Student Fee is the fee paid by all registered students of MSU – GF COT for the financing of student activities and needs.
- Sec. 2 The Associated Student Fee will also be used to support the needs and activities of the Association.
- Sec. 3 Financial Regulations
- a. All student funds, those allocated or revenue made from student funds will remain in a student-controlled ASMSU – GF COT account.
 - b. All organizations requesting funds must be recognized by the ASMSU – GF COT Senate. Organizations of a political, religious, social/fraternal nature, or organizations not pertaining to the college or student body are ineligible to receive funding of any kind.
 - c. All allocations must be approved by a majority vote of the ASMSU – GF COT Senate.
- Sec. 4 Fiscal Authority
- a. The Executive Cabinet will appoint the Fiscal Authority of the ASMSU – GF COT.
 - b. The Cabinet is encouraged to appoint a member of the MSU – GF COT Business Office.
 - c. The Fiscal Authority will have authority to investigate and to oversee the allocation of all student funds and in doing so will work closely with the ASMSU – GF COT Treasurer.
 - d. The Fiscal Authority shall have access to pertinent financial information regarding any student funds.
 - e. The Fiscal Authority will report their findings to the ASMSU – GF COT President and/or Executive Cabinet.

Article 8. – Committees

- Sec. 1 The Chairman must be a Senator and will be selected by the committee members.
- Sec. 2 Standing Committees
- a. Executive Cabinet: To be composed of the President, Vice-President, Secretary, Treasurer, and Advisors. The committee shall undertake proposing

the fiscal budget, make decisions concerning executive administration not otherwise provided for within this constitution, and any other situation the Association may deem to come under executive control.

b. Other committees as assigned in the by-laws.

Sec. 3 Special Committees: These may be formed as the need arises and exist only until their mission is accomplished for which the committee was created.

Article 9. – Meetings

Sec. 1 Meetings will be presided over by the President.

Sec. 2 The order of business will be conducted, as the President deems necessary, but should follow the parliamentary procedure as outlined in the Robert's Rules of Order.

Sec. 3 Attendance:

- a. The Secretary will take roll call in an appropriate manner.
- b. Meetings will be open to the student body, administration, faculty and staff.
- c. Anyone having business to discuss may do so through a Senator or through written communication.

Sec. 4 All meetings must contain a quorum in order to conduct business. A quorum shall consist of five (5) Senators and the President or Vice-President of the Association.

Sec. 5 It shall be the responsibility of all committees to prepare minutes and file said minutes after each meeting with the Secretary of the Association.

Sec. 6 It shall be the responsibility of the Committee Chair to present the minutes of each committee meeting to the Senate body during the weekly Senate meetings.

Article 10. – Elections

Sec. 1 Yearly elections for Executive Officers will be held by the ASMSU – GF COT.

a. Election procedures as out-lined in the bylaws.

Sec. 2 Senators will be selected during the first month of fall and spring semesters.

Article 11. – Removal and Vacancies of Offices

Sec. 1 If a vacancy occurs during the elected term:

- a. President: The Vice-President's seat will step into the President's seat.
- b. Vice-President: The Vice-President's seat will be filled by election within the Association.
- c. Secretary or Treasurer: The vacancy will be filled by election within the Association.

Sec. 2 Impeachment and/or Removal of Officers:

- a. The Associated Students have the right to recall any elected officer by submitting a petition to the Student Senate, signed by at least the number of students equal to fifty percent (50%) of the number of students voting in the election in which that officer was elected. The Senate shall place the issue before the Associated Students in a recall election within three (3) weeks after receipt of said petition. If the recall is approved by a two-thirds (2/3) majority of the Associated Students who vote on the issue in the recall election, the term of the officer in question will terminate immediately. Election ballots where students fail to vote either for or against the issue shall not be counted in the two-thirds (2/3) vote.

Sec. 3 Any student government office or member of Senate who feels they cannot fulfill their duties of office shall submit a written resignation to the President of the Association.

Article 12. – Amendments

Sec. 1 This constitution may be amended during the regular year at either a regular or special meeting.

Sec. 2 Amendments must be submitted in writing at a regular meeting. At the next regular meeting, the amendments may be discussed and if passed by a by a two-thirds (2/3) vote of the Association (a quorum being present) then the amendment will be in affect.

Article 12. – Severability

If any section, clause, paragraph, or item of this Constitution is found to be illegal or in conflict with the laws of the State of Montana or those of the United States of America, the validity of the remaining portions or provisions shall not be affected, and the remainder of this Constitution shall be constructed and enforced as if it did not contain the particular part, term, or provision held to be invalid.