

The United Student Association of South Seattle College

Constitution

South Seattle College does not discriminate against individuals on the basis of race, color, creed, national origin, sex, disability, age, religion, honorably discharged veteran or military status, or sexual orientation.

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The United Student Association of South Seattle College

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ARTICLE I: PREAMBLE

2 The officers of the United Student Association (USA) are committed to nurturing our community
3 by fostering a comfortable and supportive environment. We advocate for the needs and interests
4 of the diverse student body at South Seattle College. We strive to accomplish this commitment
5 by promoting and encouraging self-development, community involvement, and cultural
6 sensitivity.

7

ARTICLE II: NAME

8 The name of this organization shall be the South Seattle College United Student Association,
9 hereafter referred to as the "USA".

10

ARTICLE III: OBJECTIVE

11 The objective of the USA shall be to provide opportunities for students' academic success,
12 leadership activities, and to further the growth of student relations administration, faculty, staff,
13 student population, and the community.

14

ARTICLE IV: AUTHORITY AND POWERS

- 15 1. Under Washington State Law, the Board of Trustees of South Seattle College (SCC) is
16 charged with the ultimate authority and responsibility for all programs and services at SCC.
17 The administration of the programs and services that are supported by the USA have been
18 delegated by the District Board of Trustees with the guidance of the college administration. In
19 acceptance of this authority and responsibility, USA will administer programs and funds in
20 compliance with the rules and regulations prescribed by the College and the laws of the State
21 of Washington as well as its right and responsibility to advocate on behalf of student interests.
- 22 2. The USA, constituting the governing body of the SSC student body, shall be empowered to
23 act for the student body in matters of the government, activities, and finances of the USA. As

24 the governing body, the USA shall comply with the state open public meetings act to the
25 extent required by RCW 42.30.200.

26 3. The USA shall consist of duly selected or appointed Officers, in full compliance with the
27 USA Constitution and Bylaws. Every Officer shall have one vote. The Presiding Officer shall
28 only vote to break a tie.

29 **ARTICLE V: SELECTIONS**

30 1. All students applying must be enrolled at minimum five credits while maintaining a 2.5 or
31 above cumulative GPA at the time of application and during the entire term of employment.

32 2. All new USA members shall be selected through a selection process conducted by current
33 USA members during the spring quarter. The incoming President & Vice President, Treasurer
34 and Officers alike will take office prior to Fall Quarter.

35 3. Members of the United Student Association (USA) shall be selected in accordance with the
36 conditions set forth in the USA Bylaws.

37 4. A Selection Committee shall be assembled as described in the Bylaws. The Selection
38 Committee shall be responsible for administering the selection process with the support of the
39 Student Life Staff.

40 5. The USA may appoint a new committee chairperson position at the request of said Committee,
41 through the process laid out in Article VII.

42 6. A Selection Handbook with procedures and application shall be produced by Selection
43 Committee and Student Government Advisor. Incomplete and/or late applications will not
44 receive consideration.

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ARTICLE VI: OFFICER COMPENSATION

46 Officers of the USA shall receive payment based on their duties and responsibilities, as defined
47 in the Bylaws, while serving.

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ARTICLE VII: SELECTED OFFICERS

- 49 1. The Student Body will select all officers annually in the spring as provided in Article VII,
50 excepting provisions within subsection 2 of Article VI. The President, Vice President and
51 USA officers shall serve a terms of one year, not to exceed two consecutive terms.
- 52 2. The USA reserves the right to make any appointments governing mid-term vacancies, as
53 stipulated in Articles V and VIII. Any such appointment shall be in full compliance with this
54 Constitution and USA Bylaws.

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ARTICLE VIII: MID-TERM VACANCY

- 56 1. The USA shall determine if mid-term vacancies in officer positions will be filled. If so, the
57 entire campus will be notified that a vacancy exists and that interested candidates may apply
58 for the position.
- 59 2. In the case of vacancies, the USA reserves the right to appoint an officer in full compliance
60 with this Constitution and USA Bylaws.
- 61 3. All applicants shall present themselves for an interview by the USA, or with a representative
62 delegation of USA Officers following the application deadline. Applicants are expected to
63 attend a mandatory informational meeting at which interview times and dates shall be
64 provided. Interviews, with specific questions prepared in advance shall be conducted in an
65 identical manner for each applicant.
- 66 4. All new Officers will participate in an appropriate orientation by the President & Vice
67 President, and Student Life staff as appropriate.

68 5. Any Officer resigning shall provide written notice of resignation to the USA President and the
69 USA Advisor. Any vacancies must be announced to the USA no later than the next regularly
70 scheduled USA meeting. Upon such notification, the USA both may immediately declare that
71 position vacant and proceed to fill it by a mid-term selection or through the process detailed in
72 subsection 2 of this Article.

73 **ARTICLE IX: REMOVAL FROM OFFICE AND OTHER SANCTIONS**

74 1. Failure to maintain the qualifications of office, as stated in the USA Bylaws, or within this
75 Constitution, shall constitute sufficient cause for an Officer to be removed from office. Any
76 action on the part of the USA to impose sanctions or remove any Officer from their post will
77 require a 2/3 majority in the USA.

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79 2. However, if it is determined that an Officer no longer meets the minimum qualifications
80 (including student status, grade point average, and/or good conduct standing), the decision to
81 remove from office will be the sole responsibility and discretion of the Dean of Student Life
82 with input from the USA Advisor.

83
84 3. The USA may place any member on probation, for any cause deemed to be in violation of
85 officer good conduct standards as stipulated by this Constitution and the USA Bylaws, or
86 after ten (10) days absence from duty or 2 missed meetings without any excuse. A written
87 report of any probation will promptly be presented to the USA for further review.

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89 4. Any officer placed on probation may undergo reduction and/or cessation of any payment. An
90 overview of Officer violations (within federal privacy restrictions) must accompany any
91 request for steps taken to bring said Officer into compliance. The USA, in reference to this
92 Constitution and the USA Bylaws, shall conduct determination of any Officers duties. Any
93 action by the USA to suspend, alter, or terminate any award or stipend must meet a 2/3
94 majority approval.

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96 **5.** Before removal, a letter shall be mailed to the Officer at their current address. This letter shall
97 state the alleged cause for removal, the date on which the matter will be brought to the USA
98 for recommendations (not less than seven (7) calendar days after mailing). The officer shall
99 be given a reasonable opportunity to respond to the USA.

100
101 **6.** Officers of the USA removed from office are ineligible for appointment or candidacy to any
102 S&A Fee funded position until the first day of the following academic year.

103 **ARTICLE X: PARLIAMENTARY AUTHORITY**

104 The rules contained in the current edition of *Robert's Rules of Order* shall govern all meetings to
105 which they are applicable and consistent with this Constitution, the Bylaws, and any special rules
106 of order that the USA may adopt.

107 **ARTICLE XI: USA MEETINGS**

108 **1.** The USA shall meet as stated in the Bylaws. A quorum of 51% of Officers must be present in
109 order to conduct any meeting. USA actions may be taken only by a majority of the Officers
110 present at a duly called meeting, excepting occasions requiring a 2/3 majority. There shall be
111 proxy votes via online motions.

112 **2.** Every Officer shall have one vote. The Presiding Officer shall only vote to break a tie.

113 **ARTICLE XII: USA COMMITTEES**

114 **1.** Standing Committees shall be as provided in the USA Bylaws.

115 **2.** The President may appoint any member of the USA to serve on an Ad-Hoc Committee. Ad-
116 Hoc Committees shall be established at need. Ad-Hoc Committee Chairs shall serve at the
117 recommendation of the President.

118 **3.** Officer Committee Membership responsibilities are provided in the USA Bylaws.

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ARTICLE XIII: BUDGET

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1. The USA shall operate within the guidelines of the approved fiscal Budget.

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2. The Budget Committee shall be chaired by the Treasurer and shall be responsible for budget preparation and monitoring expenditures ensuring student funds are used in the manner most appropriate. The Treasurer may provide monthly expenditure and budget status reports.

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3. The Treasure of the United Student Association shall serve as a Chair of the Services and Activities Fee Board and report back to Budget Committee and United Student Association regarding issues, topics, and concerns regarding student fees.

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4. Proposed amendments to this Financial Code may be submitted to the SSC USA and read at any regularly scheduled meeting. The proposed amendment may be voted upon at any regularly scheduled meeting following the first reading so long as the time elapsed between the first readings and voting does not exceed one month. Amendments will be certified as passed when a 2/3 majority of the USA members, sitting in quorum, vote in the affirmative.

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After administrative review, the proposed amendment will then be forwarded for approval to the South Seattle College Dean of Student Life. Approved amendments shall be returned to the SSC USA for insertion into the copy of the South Seattle College Financial Code.

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ARTICLE XIV: AMENDMENTS

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1. All amendments and revisions to this Constitution must be approved by the SSC Student Body in a campus referendum, USA Advisor, Dean of Student Life, Vice President of Student Services, President, and by the Board of Trustees in accordance with District Policies and Procedures.

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2. Past Amendments

141

a 4/84

142 b 1/88

143 c 10/91

144 d 3/94

145 e 6/04

146 f 5/05

147 g. 2/12 (proposed)

148 h. 4/13 (proposed)

149 j. **4/19**

150 Completed: USA 2018 – 2019 proposed to move the
151 Election process to the Selections process completely and
152 had a campus referendum in May 2019 which passed to
153 amend this rule in the Constitution.