

Westfield State College

Commuter Council Constitution

Article I

Name

The official name of this organization shall be the Westfield State College Commuter Council and shall hereafter be referred to as the Commuter Council.

Article II

Purpose

The purpose of the Commuter Council shall be to provide information, representation, programming and support services for commuting students.

Article III

Membership

Section 1 – Any student of Westfield State College who has paid their Student Activities Fee for the current semester, and who is interested in commuter affairs may join.

Article IV

Student Government Association

Section 1 – The Commuter Council is a committee of the Westfield State College Student Government Association Student Senate.

- A. The Commuter Council is expected to provide commuter representatives to the Student Government Association.
- B. Any Commuter Council Representative to the Student Government Association must be occupied solely by a Westfield State College Commuter.
- C. In the event of a vacancy in the position of Representative to Senate, the President of the Commuter Council shall have the authority to appoint a replacement with the advice and consent of a simple majority of the council.

Article V

Officers and Their Duties

Section 1- Executive Council

- A. President
- B. Vice President

- C. Treasurer
- D. Secretary
- E. Director of Publicity

Section 2- President

- A. The President shall preside over all meetings of the Council and be responsible for putting together an agenda for the meeting.
- B. The President shall be solely responsible for calling special meetings of the Council if he/she deems it necessary.
- C. The President shall be responsible for organizing and executing any events planned by the Council as a whole and shall work closely with the other officers to ensure the efficiency of the Council.
- D. The President shall also serve as a Commuter Council Representative to the Student Government Association, and thereby must fulfill the requirements stated in the Student Government Association Constitution and bylaws.

Section 3- Vice President

- A. The Vice President of the Commuter Council shall serve as an assistant to the President and act as Parliamentarian at all meetings of the Council. The Vice President shall also assume the duties of the President in their absence.
- B. In the event of a vacancy in the Presidency, the Vice President shall assume the office or appoint someone to fill the office.

Section 4- Treasurer

- A. It shall be the duty of the Treasurer to work with the Treasurer of the Student Government Association to keep accurate record of all expenditures of the Council and shall, from time to time, at the request of the President, report unto the Council the state of the budget.

Section 5- Secretary

- A. The Secretary shall be responsible for maintaining all record of the Council and for taking minutes to be kept on record for a term of at least four years.

Article VI Representative to Senate

Section 1- Representative to Senate

- A. Any student elected for the position of Commuter Council Representative to Senate in the student wide election held in April, shall serve in this capacity for their term in office, as set by SGA.

- B. Any person appointed to the position under the provisions of Article IV, Section 1, sub section C of the Commuter Council Constitution, shall serve the same term of office as any other Representative to Senate.
- C. Any Representative to Senate shall be required to fulfill all requirements of SGA and the Commuter Council.
- D. Members may be recalled from office in two ways. The first is by the methods prescribed in the SGA Constitution. The second is by the Commuter Council. A $\frac{3}{4}$ vote of the Commuter Council Executive Board shall refer the issue to the Commuter Council as a whole. Once the issue is before the Council, the member in question shall have a right to be heard and then a $\frac{2}{3}$ vote of the Council as a whole shall be enough to terminate the term of office.

Article VII Recall Procedure

Section 1- Recall of an Executive Officer

- A. A member of the Executive Council can be recalled from office by a $\frac{3}{4}$ vote of the Council for gross incompetence.

Section 2- Recall of a non-executive member of the Council

- A. A member can be removed by a $\frac{2}{3}$ vote of the Council as a whole in the case of gross incompetence.

Article VIII Attendance

Section 1- A member of the council is allowed four (4) absences during any Academic year. A member can receive an excused absence if they bring it to the attention of the President or his/her designee. All decisions are at the discretion of the President.

Section 2- A person in jeopardy of being removed from the council shall be warned by letter from the Secretary.

Section 3- Once a member is removed for attendance, the Council as a whole shall be notified just for informational purposes.

Article IX Elections

Section 1- During the first week of May, the Council shall elect an interim chair to serve at the beginning of the year, unless the current President is going to be returning in the next year.

Section 2- Elections shall be held by the interim chair during the first meeting in October and notification of said elections shall be made campus wide prior to their occurrence.

Section 3- Any member of the Council is eligible to run for any position on the Executive Board except for President and Representative to Senate as they are required to be commuting students.

Article X Quorum

Section 1- A quorum shall be required for any meeting of the Council to commence. A quorum shall be defined as fifty (50) percent plus one of the active members of the Council.

Article XI Advisors

Section 1- The members of the Executive Board will be responsible for soliciting an advisor from within the faculty, staff, or administration at Westfield State College.

Section 2- The Council, as a whole, shall vote on the candidate they wish to hold the position from within the candidates that the Executive Board provides.

Section 3- The Council shall choose as many advisors as they deem necessary.

Section 4- Duties of the Advisor(s) shall be:

- A. The Advisor(s) shall consult the Council in an advisory capacity.
- B. The Advisor(s) shall attend as many meetings of the Council as possible.
- C. The Advisor(s) shall work closely with the President of the Council to ensure things operate as efficiently as possible.

Article XII Amendment

Section 1- The Council has the power to amend this Constitution by a 2/3 majority vote as subject to the Rules and Regulations Committee.

Section 2- The proposed amendment shall be posted in no less than two places around campus one week prior to the vote on its acceptance.