ASNIC CONSTITUTION

PREAMBLE

We, the students of North Idaho College, in order to better govern the Student Body Organization; to foster better relations with the staff, faculty, and administration of North Idaho College; and to secure for ourselves a stable and reliable representative government, do establish this constitution for the Associated Students of North Idaho College.

Article I. Name and Membership

SECTION 1.

Name - The Student Body Organization under this constitution shall be known as the Associated Students of North Idaho College. The official abbreviation shall be ASNIC.

SECTION 2.

Membership - All students paying ASNIC fees are members of ASNIC.

Article II. The ASNIC Board

SECTION 1.

Authority - All legislative powers herein granted shall be vested in the ASNIC Board.

SECTION 2.

Membership - The Board Membership shall consist of the following elected positions: ASNIC President, ASNIC Vice President, and ASNIC Senators. Of the elected senators, one is to be appointed by the Board to serve as Senator Pro Tempore.

SECTION 3.

Presiding Officer - The ASNIC President shall preside over the Board. In the event that the ASNIC President is absent, the ASNIC Vice President shall resume the presidential duties. In the absence of both the President and the Vice President, a Senate Pro Tempore shall preside over the ASNIC Board. The current presiding officer of the ASNIC Board shall vote only in the case of a tie.

SECTION 4.

Duties - The duties of the ASNIC Board are to take action deemed necessary to implement the provisions and maintain the spirit of this constitution and represent all students. The ASNIC Bylaws shall enumerate the duties, responsibilities, and obligations of each of the ASNIC Officers.

SECTION 5.
The Bushido - Board members of ASNIC pledge to uphold and promote the Student Code of Conduct throughout the college community. As leaders of the student population, the ASNIC Board shall be held to a higher standard. Thus, the ASNIC Board has created what shall hereby be known as The Bushido. The Board’s responsibility regarding The Bushido shall be outlined in the ASNIC Bylaws Article I. SECTION 1.

Article III. The ASNIC Student Events Board

SECTION 1.

Membership - The ASNIC Student Events Board shall consist of hired members and, of those, one shall be designated Board Chair.

SECTION 2.

Duties - The duties of the ASNIC Student Events Board shall be to promote a balanced college educational experience by providing a network of events and activities for the extracurricular enjoyment of the students.

Article IV. Eligibility

SECTION 1.

No person shall represent the institution of North Idaho College in any capacity as a representative of ASNIC unless he or she is a bona fide student enrolled in at least twelve credit hours of college classes in the semester during which the person is involved with ASNIC, with exception of the ASNIC President and Vice President.

SECTION 2.

The ASNIC President, Vice President and Senators must maintain a cumulative grade point average of at least 2.5 for previous semesters at NIC, provided that the cumulative grade point average for eligibility is to be retroactive only for the previous four semesters before becoming a qualified candidate for said offices. Enrollments at other colleges or universities are not to be used for tabulating the cumulative grade point average. If any exception to the grade point average of an officer must be granted, it shall be presented to the Executive Board for deliberate discussion.

SECTION 3.

A student shall not serve for more than a total of four semesters as an ASNIC Senator or ASNIC Vice President. Nor shall a student serve for more than a total of six semesters as an ASNIC Officer in any capacity.
Article V. Standing Committees

All ASNIC representatives shall represent the students on a variety of standing committees as designated in the ASNIC Bylaws.

Article VI. ASNIC Financial Manager

SECTION 1.

The Student Union/Auxiliary Services Accountant shall be the financial manager of ASNIC, with the following duties:

Clause 1. The Student Union/Auxiliary Services Accountant shall have charge of and account for all funds of ASNIC and shall pay all bills incurred by ASNIC.

Clause 2. The Student Union/Auxiliary Services Accountant shall at the first meeting of the ASNIC Board submit to the ASNIC Board a budget report from the preceding year.

SECTION 2.

Duties other than the above listed for the ASNIC finances include:

Clause 1. The presiding President shall form a Budget Committee every Spring Semester to form a budget for the following fiscal year and submit the budget to the North Idaho College Board of Trustees.

Clause 2. The Director of Student Activities shall advise the Budget Committee upon request.

Clause 3. The Budget Committee shall consist of the ASNIC President, a minimum of four president-appointed Senators, and the ASNIC Advisor.

Clause 4. The Budget Committee shall be responsible for preparing a budget and submitting that budget to the ASNIC Board for approval by the first week of April. The Budget Committee shall include its recommendation for compensation of the succeeding year’s Student Board Members including: President, Vice President, Senators, and the Director of Student Activities.

Clause 5. Following the ASNIC board’s approval, the budget shall be presented by the ASNIC President to the North Idaho College Board of Trustees for approval.

Article VII. ASNIC Advisor

SECTION 1.

The Director of Student Activities shall act as the advisor to the ASNIC Board. The ASNIC Advisor shall assist and advise the ASNIC Board as needed.

SECTION 2.

The Coordinator of Student Activities shall act as the advisor to the ASNIC Student Events Board.
Clause 1. The Coordinator of Student Activities shall hire the board positions through recruiting, interviewing, and selecting the best candidates annually each fall.

Clause 2. The ASNIC Student Events Advisor shall assist and advise the ASNIC Student Events Board as needed.

SECTION 3.

The ASNIC Bylaws shall include a procedure for appointing assistant ASNIC Board Advisors, in the event that the ASNIC President and ASNIC Board Advisor feel they are necessary.

Article VIII. Officer Nomination, Election, and Appointment Procedures

SECTION 1.

Officer Nomination - If nomination is needed for a certain position, the Board, not including the presiding President, shall be free to nominate who they feel would represent the position well. After the Board has nominated for the position, the Board shall then have a majority vote on nominees.

SECTION 2.

Election - All elections and campaigns shall be governed by an Election Committee. Requirements for ASNIC candidates running for elected offices shall be made by the Election Committee and presented to candidates. All campaigns shall be governed by campaign guidelines as set forth in the ASNIC Bylaws.

SECTION 3.

Appointment Procedures - In the event a position must be filled, the President shall appoint someone to the position. The appointment must be approved by a majority vote of the ASNIC Board to be in effect.

SECTION 4.

The ASNIC Bylaws shall provide the process for the replacement of vacant ASNIC Board positions.

SECTION 5.

The ASNIC Bylaws shall provide a process for the ASNIC Board to relieve ASNIC Officers of their duties under specific circumstances.

Article IX. Recall

SECTION 1.

Recall is the manner in which the student population of NIC shall remove an ASNIC Officer from his or her elected position.
Clause 1. ASNIC Officers may be recalled by a petition of signatures from the student body equal to fifty-one percent (51%) or more of the voting population from the most recent election.

Clause 2. The petition shall be submitted to the Director of Student Activities.

Clause 3. The petition must identify the specific ASNIC Officer(s) affected.

Clause 4. The petition shall also identify the charges against the listed ASNIC Officer(s).

SECTION 2.

If the petition signatures are sufficient, the Director of Student Activities shall conduct an election within ten school days from the receipt of the petition. Removal from office shall only occur when the numbers of “yes” votes are at least two-thirds of total recall votes.

Clause 1. The ballot must identify the specific ASNIC Officer(s) affected.

Clause 2. The ballot shall also identify the charges against the listed ASNIC Officer(s).

Clause 3. The ballot must contain a rebuttal by the ASNIC Officer(s) affected.

SECTION 3.

The recall election shall be administered and the votes shall be counted by the NIC Vice President of Student Services and the ASNIC Advisor.

Article X. Formation of Bylaws

In order to facilitate the proper function of ASNIC, Bylaws shall be formulated and can be revised or amended by the ASNIC Board.

Article XI. ASNIC Clubs and Organizations

SECTION 1.

In order to provide a balanced experience, ASNIC may recognize clubs and organizations as outlined in the ASNIC Bylaws.

SECTION 2.

The ASNIC Vice President shall supervise the ASNIC Recognized Clubs and Organizations.

Article XII. Amendments

SECTION 1.

This Constitution may be revised or amended by a majority voting in any ASNIC election, providing that notice of proposed revisions or amendments are posted in a public manner for viewing by the ASNIC membership.
SECTION 2.

The amendment may be prepared by either a majority vote of the ASNIC Board at any meeting of the Student Board, or a petition signed by twenty percent of the ASNIC membership.

SECTION 3.

The latest version of the ASNIC Constitution shall supersede all previous ASNIC Constitutions and shall have an updated copyright at the bottom of the document.

ASNIC BYLAWS

Article I. ASNIC Board Responsibilities

SECTION 1. Bushido

As Board Members of ASNIC, we pledge to uphold and promote the student code of conduct throughout the college community. We feel that as leaders of the student population we shall hold ourselves to a higher standard. Thus, we have created what shall hereby be known as The Bushido. In doing so we take on the responsibility of:

Clause 1. Abiding by the ASNIC Constitution and its Bylaws in their entirety.

Clause 2. The ASNIC Mission Statement shall be forefront in all members’ thoughts concerning any and all ASNIC decisions and matters.

Clause 3. Being accountable and maintaining involvement in all said responsibilities, (i.e.: meetings, office hours, workshops, committees, retreats) that were agreed upon prior to induction to ASNIC.

Clause 4. It is essential that student leaders in ASNIC be professional, and merit the confidence of their constituents, endeavoring to be models of honesty and integrity in order to meet the diverse educational needs of students.

Clause 5. ASNIC officers shall display integrity regarding their actions, through and outside the college atmosphere, that may reflect the image of the students, (i.e.: computer usage, public interactions, and college engagements).

Clause 6. ASNIC expects its employees to be considerate of all people involved with the organization and their right to privacy.

Clause 7. ASNIC shall not tolerate abuses of power by any representative. An abuse of power occurs when a representative, in a supervisory position over another, takes action that is outside the scope of their authority as defined within the Bylaws of the Associated Students of North Idaho College Constitution.
Clause 8. ASNIC Board Members should strive to continually improve their knowledge about issues of concern to the students and seek out all sides of the issue before making a decision.

SECTION 2. Attendance Requirements

It shall be the duty of each elected and appointed officer of ASNIC to attend all regularly scheduled ASNIC meetings and workshops and other meetings designated by the Board. The days and hours of scheduled office hours shall be posted where visible to the student population.

Clause 1. No more than two total formal board meetings may be missed per semester unless excused by the ASNIC Board. At the time that any officer misses his/her first formal board meeting, a warning notice shall be delivered to the officer. If there is a second formal board meeting absence that is unexcused in a semester he/she shall be immediately terminated from the board.

Clause 2. No more than two total workshops may be missed per semester, unless excused by the board. If a senator misses more than the first ten minutes of a workshop, he/she shall be marked late. If an officer is late for a second time, both the current and previous times when he/she was late shall be deleted from his/her record, and he/she shall be marked missing an entire workshop. At the time that any officer misses his/her first workshop, a warning notice shall be delivered to the officer. If any officer misses two workshops, he/she shall be terminated from the Board.

SECTION 3. Review Process

Midterm and Semester Evaluations: Every student of the board shall be given a review at the end of every midterm and semester. The purpose of this review is to assess achievements and make recommendations for improvement.

Clause 1. The Senate review shall be completed at midterm and semester end. The review board shall consist of the ASNIC President, ASNIC Vice President, and ASNIC Advisors.

Clause 2. The Presidential and Vice Presidential review shall be completed at every midterm and semester end. The review shall be a peer evaluation, which is submitted in writing by each member of the board to the ASNIC Advisors who conduct the review with the President and Vice President.

SECTION 4. Strikes and Appeals
Clause 1. A strike is given when a person fails to follow the ASNIC Constitution. If an ASNIC officer has violated the constitution they shall receive a written strike by any Executive Board member outlining specifically what they have violated and any explanation if the Executive Board chooses to do so.

Clause 2. Appeals can be made to the Executive Board Members as a committee. Strikes must be appealed within five working days from the day it was received.

SECTION 5. Removal Process

Any member of the ASNIC Board that has been given three strikes due to violations of the Bushido, shall be referred to the Executive Review Board. The Executive Review Board shall then decide the corrective action and write a resolution. If it is passed by the board the action shall take effect.

Clause 1. In the event that the accused member is part of the Executive Board the remaining two members shall select a senator to stand in place of that board member in the Executive review board.

Clause 2. In the event that the majority of the ASNIC Board is accused, the Executive Review Board shall consist of Director of Student Activities, the Vice President of Student Services, and any additional nominated staff or faculty members.

Clause 3. All appeals of the decision of the board shall be taken to the Director of Student Activities.

ARTICLE II. ASNIC Officer Duties

SECTION 1. General Duties of ASNIC Officers

An ASNIC Officer is defined as any voting board member of ASNIC that was elected or appointed.

Clause 1. To use electronic mail as a means for professional communication between other board members, the college, and the community.

Clause 2. To represent ASNIC’s voice on a minimum of three committees.

Clause 3. To develop a project(s) during the year that benefits students or addresses student concerns.

Clause 4. To approve all ASNIC organizations and clubs.

Clause 5. To approve by majority vote business brought before the ASNIC Board.
Clause 6. To develop the annual budget, presented to the NIC Board of Trustees, for consideration and approval.

Clause 7. To authorize all ASNIC fund disbursements in adherence to the ASNIC Purchasing Guidelines.

Clause 8. To keep public informed of all business brought before the Student Board and action taken, through minutes posted in designated areas and monthly reports at ASNIC Board Meetings.

Clause 9. To allow non-board members to have the opportunity to speak at meetings of the Student Board only with the consent of the presiding officer or by a majority vote of the members of the Student Board.

SECTION 2. Individual Duties of ASNIC Officers:

Clause 1. The President shall:

A. Be the head of the ASNIC Executive Board and preside over all ASNIC meetings and sessions.

B. Hold the Student Board responsible of abiding by the Constitution.

C. Establish six office hours in order to make progress on projects, emails, committee tasks, and meetings.

D. Keep the ASNIC government advisor informed and current on progress, decisions, meetings, and other pertinent information.

E. Establish a formal board meeting day and meet at least once a week throughout the school term except when such a meeting day falls on a school holiday. Both the formal board meeting and weekly meeting shall have a voting quorum established by two-thirds of the board.

F. Serve as a representative to the Board of Trustees and as a Constituent Leader.

G. Delegate a committee of any or all board members who request to aid in the appointment procedure due to the vacancy of an officer position.

H. Nominate committee members to all ASNIC and College committees.

I. Call all special sessions of the ASNIC Board, to address immediate and unforeseen situations or concerns.

J. Maintain a minimum of eight credits during time of service as President.

K. Perform other duties that are necessary to serve the general welfare of ASNIC.
Clause 2. The Vice President shall:

A. In the absence of the President, assume all the individual duties of the President.

B. Attend all ASNIC Executive Board meetings.

C. Hold the Student Board responsible of abiding by the Constitution.

D. Establish six office hours in order to make progress on projects, emails, committee tasks, and meetings.

E. Appoint an ASNIC Board Member to be the Intra-Club Council Chair.

F. In the event of the absence of the ICC chair the Vice President will assume the responsibilities of the ICC chairperson.

G. Approve all ASNIC presidential appointments of officers and committee members by majority vote.

H. Maintain a minimum of eight credits during time of service as Vice President.

I. Perform other duties that are necessary to serve the general welfare of ASNIC.

Clause 3. The Senate Pro Tempore shall:

A. Assume the presidential duties in the absence of both the ASNIC President and Vice President.

B. Assume the vice president duties in the absence of the ASNIC Vice President until one is appointed.

C. Hold the Student Board responsible of abiding by the Constitution.

D. Be in charge of annually reviewing the ASNIC Constitution.

E. Assure that all resolutions and minutes are recorded and made available to the public.

F. Approve all ASNIC presidential appointments of officers and committee members by majority vote.

G. Establish four office hours in order to make progress on projects, emails, committee tasks, and meetings.

H. Maintain a minimum of twelve credits during time of service as Senate Pro Tempore.

I. Perform other duties that are necessary to serve the general welfare of ASNIC.
Clause 4. The Senators shall:

A. Approve all ASNIC presidential appointments of officers and committee members by majority vote.

B. Establish four office hours in order to make progress on projects, emails, committee tasks, and meetings.

C. Maintain a minimum of twelve credits during time of service as Senator.

D. Perform other duties that are necessary to serve the general welfare of ASNIC.

Article III. College Standing Committees

All ASNIC Representatives shall serve on college standing committees for the purpose of serving as a voice of the students. ASNIC recognizes that it is important to have a strong presence in the college governance structure including college committees. ASNIC committee representatives shall make reports to the Board regularly.

Article IV. ASNIC Committees

SECTION 1. ASNIC Committees are established as ad hoc committees to deal with important issues that need input from other representatives and students.

SECTION 2. These committees can and shall change frequently due to the need of the students.

Article V. GPA Requirement

SECTION 1. The ASNIC Constitution states that only the previous four semesters GPA shall be counted for the required GPA of an ASNIC Officer. If any semester within these four semesters contain withdrawals from classes that equal a total number of the credits required for the position currently serving, that semester shall be discounted and a fifth semester will be counted instead. If there is any more than one semester called into question, due to withdrawals or failure of classes, the GPA requirement will not be satisfied and the requirement will be considered unmet.
SECTION 2. Exceptions shall be reviewed by the ASNIC Executive Board based on examining previous record of scholastic performance, the nature of the circumstance, and what caused the exception to be brought forth.

Article VI. Elections

SECTION 1.
All elections and campaigns shall be governed by an Election Committee.

Clause 1. The election committee shall consist of current ASNIC representatives who are not pursuing re-election, the ASNIC advisor, and designated appointees.

Clause 2. The election committee is responsible for seeking people to run for office and the advertising of online polling throughout the week of elections.

SECTION 2.
Requirements for ASNIC candidates running for elected offices shall be made by the Election Committee and presented to candidates in the form of an election packet.

Clause 1. A legitimate candidate must be approved by the Election Committee. To be approved, the candidate must meet all scholastic requirements as set forth in the ASNIC Constitution and Bylaws.

Clause 2. Anyone who has been removed from ASNIC Office or has received a Bushido Review shall be deemed ineligible to re-run for an ASNIC Office. Candidates that have previously resigned from office shall be reviewed by the Election Committee to be eligible to run again.

Clause 3. Each nominee must obtain a packet and complete its contents to the satisfaction of the Election Committee.

Clause 4. In order for a person to be considered Eligible to run for the position of ASNIC Senator, they must:

A. Be a current student carrying/registered for at least twelve credit hours.

B. Currently have a cumulative grade point average of at least 2.5, retroactive for no more than the previous four semesters.

Clause 5. In order for a person to be considered Eligible to run for the position of either ASNIC President or Vice President, they must:

A. Be a current student carrying/registered for at least eight credit hours.
SECTION 3. Election Timeline to be followed by the ASNIC Election Committee.

Clause 1. All ASNIC Board Members shall be elected in the spring.

Clause 2. Packets shall be made available in March.

Clause 3. Candidate packets shall have a firm publicized date due.

Clause 4. A full week of campaigning and voting synonymously shall be established.

Clause 5. In the event of a tie between candidates in any general election, the Election Committee shall review the polls for any errors. If further action is needed, the Election Committee shall create a run-off election.

Clause 6. The current Board and the newly elected Board shall communicate together. This can include: meetings, discussions, etc.

Clause 7. The newly elected ASNIC Board shall replace the previous ASNIC Board during the last board meeting in April.

SECTION 4.

Procedures for incoming and outgoing ASNIC officers.

Clause 1. After the new board is elected they shall immediately combine with the previous year’s board. The outgoing board shall provide assistance to help the new board transition into their duties.

Clause 2. Two weeks prior to graduation the outgoing board shall remove their belongings and leave office and at that time the incoming board shall take their positions. Their positions shall end the following spring two weeks before graduation.

Clause 3. Outgoing ASNIC board shall conduct all matters of old business at the official Board meetings until the newly elected Board is inducted.

Clause 4. Newly elected ASNIC board shall preside and vote on all matters of new business at the official board meetings after being inducted.

SECTION 5.

All campaigns shall be governed by campaign guidelines as set forth in the following explanations:
Clause 1. There shall be an informative meeting during the week packets are due. Candidates shall be notified of this meeting when they pick up their election packets. Each candidate shall be held responsible for the information covered at the meeting.

Clause 2. There shall be no active campaigning outside of the designated time. Active campaigning is defined as but not limited to:

A. Distributing materials or election aids;
B. Hanging posters, writing on sidewalks, cars, or whiteboards;
C. Addressing students or groups of students for the purpose of announcing candidacy or discussing election issues.

Clause 3. Candidates are allowed to announce in classes that they are a candidate running and that students should vote in the elections and what days and times voting is open. However, they should not influence voting for themselves in class.

Clause 4. During the established voting times, candidates are not permitted to influence voting in any way.

Clause 5. Campaign spending shall not exceed $100 per candidate, including donations. This includes, but is not limited to donated money, posters, signs, food, or any material used to campaign. All donations as described above must be approved by ASNIC as according to the North Idaho College Fundraising Policy. A financial statement consisting of all campaign expenditures shall be given to the election committee from a candidate if the committee requests the statement.

Clause 6. The campaign and elections shall be considered a part of the educational process of NIC. All campaigning must be appropriate and non-offensive as deemed by the Student Code of Conduct.

Clause 7. Failure to comply with the campaign guidelines, set forth by the ASNIC Constitution, Bylaws, or the Election Committee, shall result in immediate disqualification.

SECTION 6.

All violations or appeals shall be brought to the attention of the Election Committee chairperson. The chairperson shall, if deemed necessary, call a meeting of the Election Committee and the NIC Vice President of Student Services, to determine an equitable remedy, and the committees’ decision shall be final.

Clause 1. Appeals must be made in writing within 24 hours of the posting of election results. No appeals shall be recognized after 24 hours.

Clause 2. Members of the Election Committee together with the NIC Vice President of Student Services (who in this instance may vote) shall constitute a board for a hearing. After private deliberations, findings of the board shall be made known to the associated students, and decisions of the board shall be announced.
SECTION 7.

Online voting results shall be compiled at the end of the polling period with all results posted on the ASNIC bulletin board the next regular school day.

Clause 1. The candidates shall be notified whether they were elected or not within 48 hours of the election.

Clause 2. The outgoing board shall pass a resolution canvasing the election.

Clause 3. On the fourth Tuesday in April the present ASNIC Board shall pass a resolution for the newly elected board to sign the Bushido Code of Conduct found in the ASNIC Bylaws and then shall formally be inducted as the new ASNIC Representatives.

Article VII. Rules

The rules contained in Roberts Rules of Order Revised shall govern in all cases where they do not conflict with the rules of organization.

Article VIII. Amending Bylaws

These Bylaws may be amended at any official meeting of the ASNIC Board by a majority vote of the members.

Article IX. The ASNIC Intra-club Council (ICC)

SECTION 1.

Purpose: to provide active participation in the operations of ICC and clubs to best serve students

SECTION 2.

ICC Organization

Clause 1. Intra-club Council (ICC) shall be composed of the ASNIC Vice-President, two ASNIC Senators, and one representative from each ASNIC recognized club.

Clause 2. ICC shall meet twice a month in an area set by the Chairperson.

Clause 3. Any and all members may attend an ICC meeting, but only one voting member shall be recognized during decisions on official ICC business.

Clause 4. The ASNIC Clubs handbook fully describes the duties and responsibilities of all those involved in the ICC. Add how it can be changed by an ICC vote and ASNIC