



**CONSTITUTION OF THE ASSOCIATED STUDENTS
OF
NORTHERN MARIANAS COLLEGE**

PREAMBLE

We, the students of Northern Marianas College, in belief that students have the right and the obligation to play a significant role in guiding the College, do hereby establish this Constitution to insure the following: the articulation of student opinions and interest both in the governance of the College and to the community at large; the establishment of cooperation and communication between students and student organizations; the assurance that students have full access to quality higher education at Northern Marianas College; the provision for programs and services of benefit to students; and the encouragement of the highest level of excellence in education at Northern Marianas College.

ARTICLE: NAME, MISSION, & PURPOSE

Section A: Name

The name of this student government organization shall be “The Associated Students of Northern Marianas College,” hereinafter referred to as “ASNMC”.

Section B: Mission

Dedicated to promoting higher education, representing and supporting all students’ rights, and advocating students’ needs and concerns with passion, trust, and teamwork.

Section C: Purpose

1. To prepare the students of Northern Marianas College to take their places as responsible citizens in a democracy by providing educational, social, recreational, and cultural experiences;
2. To promote unity of purpose and fellowship among the students of Northern Marianas College;

3. To serve as the focus and unifying force of all student activities and to support campus organizations;
4. To develop individual leadership qualities by encouraging participation in college and community activities and student organizations; and
5. To provide for the welfare of the students of Northern Marianas College.

ARTICLE II: AUTHORITY

The Associated Students of Northern Marianas College is approved by the College President to fulfill the mission and purpose stated in Article I of this document.

ARTICLE III: MEMBERSHIP

Section A: Regular Members

1. All registered students at Northern Marianas College, both full and part time, upon payment of the mandatory student activities fee each semester, shall become regular members of ASNMC.
2. Regular members shall have the right to vote and take part in all student related campus activities sponsored by the ASNMC.
3. Membership shall be renewed each semester upon payment of the mandatory activities fee.

Section B: Honorary Members

Any regular member of the ASNMC may become an honorary member of the ASNMC upon unanimous decision of the Student Government under the following criteria:

1. Persons are recognized as Honorary Members for reliable or outstanding commitment and service to the ASNMC Student Government.
2. Honorary members of the ASNMC shall only be such for the academic semester in which they are voted.
3. Honorary members may represent ASNMC officers in committees but may not cast votes without consent of the Student Government.
4. Honorary members may perform duties of officers in absentia without compensation.

Section C: Acceptance Clause

The Associated Students of Northern Marianas College will not discriminate and will strive to create a campus environment that understands, fosters, and embraces the value diversity among students, faculty, and staff. Diversity encompasses differences in age, color, ethnicity, gender, nationality, disability, religion, sexual orientation, socio-economic background, or veteran status. This organization is committed to the belief that all persons are valued for their individual characteristics, talents, and contributions.

ARTICLE IV; STUDENT GOVERNMENT MEMBERSHIP AND SELECTION

Section A: Student Government Officers

There shall be four (4) officers and three (3) Senate members of the Student Government. The officers of the Student Government shall be elected from and by the regular members of ASNMC and shall consist of the following positions:

1. President
2. Vice-President
3. Secretary
4. Treasurer
5. Senate Members (3 positions)

Section B: Advisors

The Student Government will recommend two Student Government advisors from the College faculty and staff. The Advisors shall act as liaisons between the Associated Students of Northern Marianas College, the faculty, and administration.

In the event of a disagreement between the Advisors and ASNMC, an appeal shall be made to the Dean of Student Services.

ARTICLE V: STUDENT GOVERNMENT RESPONSIBILITIES AND POWERS

In fulfilling its responsibilities and acting within its powers, the Student Government shall

- A. Be directly responsible for the general welfare of the students of NMC, and for the promotion of student participation in campus affairs;
- B. Be directly responsible for seeing that the provisions of the Constitution and by-laws of the ASNMC are implemented and complied with;
- C. Be the legislative body of the ASNMC;
- D. Review and take action on the ASNMC budget and approve all expenditures included in the approved ASNMC annual and supplementary budgets;
- E. Give recognition to individuals and/or organizations for outstanding services to the Northern Marianas College campus community
- F. Establish and conduct relations with organized students of other colleges and universities;
- G. Establish committees as needed and make necessary policies for the conduct of student government consistent with the constitution and any by-laws;
- H. Prepare annually a budget covering all anticipated student-related activities and programs;
- I. Extend funds entrusted to the ASNMC Student Government subject to existing Northern Marianas College fiscal policies; and
- J. Maintain and preserve records of Student Government activities. These records shall be available to the campus community upon written request.

ARTICLE VI: VOTING

Section A: Election Date

Elections shall be held annually during spring semester. The exact date shall be selected by the Student Government and posed two weeks in advance.

Section B: Election Committee

The election committee shall consist of the Office of the Dean of Student Services, Office of the Student Activities and the ASNMC Student Government. Their responsibilities shall include organizing, publicizing, holding, certifying, and publishing the results of regular and special elections.

Section C: Selection of Candidates

Nominations for candidates will be received from the ASNMC members. Formal applications will be turned in to the Office of Student Activities and Leadership (OSAL) during the first two weeks upon announcement. The candidacy qualifications shall also be confirmed by OSAL during the third week.

Section D: Announcement of Nominees

The list of the candidates to be voted upon shall be publicized through all available channels not less than then (10) days before the elections.

Section E: Election Procedures

All ASNMC elections shall be held by secret ballot. The Procedures governing all aspects of the elections shall be made readily available to the student body through the office of Student Activities and Office of the Dean of Student Services.

Section F: Filing of Election Results

The Official results of all elections shall be filed with the ASNMC Student Government, the Office of Student Activities, Office of the Dean of Student Services, and the Office of the President.

Section G: Vacancies

If the office is vacant, the office shall be filled by next executive officer in line on an interim basis until seated permanently by two-thirds vote of the ASNMC officers and Senate members. **Clause:** Should the next in line not wish to serve as the office is vacant, the position shall fall to the next in line continually until there no ASNMC officers or Senate Members who wish to serve. Should this event occur, the Advisors should appoint a student on an interim basis until the council can call a special election to fill the vacant office.

Section H: Stipends

ASNMC officers and Senate members may receive stipends in the amount of at least \$100 monthly, equivalent to twenty (20) working hours per month. Stipends are compensations for the performance of duties as officers of ASNMC. As such, non-performance of duties can result in suspension of stipend payment.

ARTICLE VIII: QUALTIFICATIONS FOR STUDENT GOVERNMENT

Nominees for Student Government *officers* must meet the following requirements:

- A. Must be regular members of the ASNMC;
- B. Must maintain a minimum cumulative grade point average of 3.2 at the time of nomination, and maintain a minimum grade point average of 3.0 during the term of office.
- C. Must carry a minimum of six (6) credits per semester with exception of summer; and
- D. Must have successfully completed at least twelve (12) credits of the college level study at NMC in the semesters prior to their nomination.

ARTICLE IX: DUTIES OF STUDENT GOVERNMENT OFFICERS

Section A: President

The President of the Student Government shall:

1. Serve as the chief executive officer of the Associated Students of Northern Marianas College and honorary student regent of the NMC Board of Regents.
2. Shall be the official spokesperson for ASNMC.
3. Be responsible for the coordination and overseeing of all ASNMC Student Government activities and duties;
4. Preside at all ASNMC Student Government and Executive Committee meetings;
5. Represent the ASNMC in all official matters with the college administration, the faculty, and the organization, firms, or persons, unless otherwise provided for in the constitution, or by specific appointments.
6. Co-sign all requisitions for the disbursement of the ASNMC Student Government funds with the ASNMC Treasurer;
7. Prepare an annual budget in coordination with ASNMC treasurer, and
8. Serve as a member of the management Council and other committees as appointed by the NMC President.

Section B: Vice President

1. Assume the duties of the ASNMC President in his or her absence;
2. Be responsible for the Chartering of the student clubs and organizations in NMC;
3. Shall have the power to create any ASNMC subcommittee subject to the ASNMC Constitution.
4. Oversee all Inter-club Council meetings where all clubs, organizations, and student concerns are addressed;
5. Be responsible for attending biweekly Student Government meetings; and
6. Perform other duties assigned by the ASNMC President.

Section C: Secretary

The Secretary of the Student Government shall:

1. Serve as the official recording officer of the Student Government;
2. Be responsible for preserving and maintaining all agendas, minutes, and records of the student government;
3. Be responsible for providing public information to the NMC Community at large;

4. Be responsible for coordinating biweekly Student Government meeting in conjunction with the ASNMC President and;
5. Be responsible for attending biweekly Student Government meeting.

Section D: Treasurer

The Treasurer of the Student Government shall:

1. Present a brief report of the ASNMC finances at each ASNMC Student Government meeting;
2. Submit a full written report of finances to the ASNMC Student Government during all official ASNMC meetings of as requested;
3. Be the financial officer of the ASNMC including sole responsibilities for petty cash;
4. Co-sign all financial documents of ASNMC with the ASNMC President;
5. Shall analyze financial reports and activities of ASNMC and make recommendations for changes and procedural improvements;
6. Prepare an annual budget in coordination with the ASNMC President;
7. Be responsible for attending biweekly Student Government meetings.

Section E: Senate Members

The Senate Members of the Student Government shall:

1. The Senate members shall be responsible for approving a balanced operating budget to be submitted by the ASNMC President in accordance with the Constitution.
2. The Senate members may establish and be responsible for official ASNMC programs, services, committees, projects or task force to further the stated mission and purpose of the Associated Students subject to ASNMC President approval, and to all rules and procedures as stated in the Constitution.
3. Be responsible for attending biweekly Student Government meetings; and
4. Perform other duties assigned by the ASNMC President.

ARTICLE X: TERM OF OFFICE FOR STUDENT GOVERNMENT OFFICERS

The following terms of office shall apply to the Student Government Officers:

- A. Regularly elected ASNMC Student Government officers shall be sworn in within one week of the elections. New officers shall assume office at the beginning of summer semester.
- B. Regularly elected ASNMC Student Government officers shall serve a term of the one (1) academic year beginning in summer semester until the following spring semester.
- C. In the event of a student Government officer's removal from office, the procedures stated in Article VII, Section G about Vacancies will apply. He or she shall only serve for the remainder of the year.
- D. Student Government officers may serve for no more than four (4) academic years.

ARTICLE XI: REMOVAL AND RECALL FROM OFFICE

Section A: Removal from Office

Executive Officers of the ASNMC Student Government are subjected to removal from office for the following reasons:

1. Unexcused absences a maximum of two (2) meetings per semester.
2. Absences for more than three (3) meeting per semester.
3. Non-fulfillment of duties and responsibilities.
4. Complete withdrawal from all classes at NMC.
5. Failure to fulfill requirements of Article III, Section A.
6. Failure to maintain requirements of Article IX.
7. Conviction of criminal behavior.

Section B: Procedures for removal from office

Officers of the ASNMC Student Government shall be removed from office as follows:

A written complaint of the offending officers failure to comply with the conditions set forth in Article XI, Section A must be filed with the Student Government President and Advisors.

1. The Student Government President or Vice President and one Advisor will perform investigation of the misconduct.
2. A report including proper documentation must be submitted to the Student Government advisors, the Dean of Student Services, the College President, and the Budget Officer detailing the justifications or removal from office.
3. The Officer shall be removed from office effective immediately upon unanimous decision of the executive officers.

ARTICLE XII: MEETINGS AND QUORUM

Section A: Regular Meetings

1. The ASNMC Student Government shall meet at least once every two weeks during the academic year. Notices of meetings shall be posted least seven (7) days in advance of the meetings.
2. Meetings shall be open to regular members of ASNMC unless identified as a closed meeting.
3. The presiding officer shall have no voting right in any matters voted upon in regular meeting. The presiding office may cast a vote in the event of a tie.

Section B: Special Meetings

1. Special meetings may be called by any two officers of the Student Government through electronic or hard copy notice to all members 24 hours prior to the meeting.
2. The presiding officer shall have no voting right in any matter voted upon in special meetings. The presiding officer may cast a vote in the event of a tie.

Section C: Quorum

A quorum shall consist of two-thirds of the Student Government Officers and Senators with the presence of either the President or the Vice-President. A formal decision cannot be made without the presence of the President or the Vice-President.

ARTICLE XIII: FIANCES

Section A: Source of Funds and Establishment of Budget

The source of funds for the Student Government and the ASNMC shall be the student activities fees, contributions, gifts, and funding raising. The Student Government shall be responsible for establishing a budget for expenditures of funds.

Section B: Control of Finances

The power to authorize the expenditure of ASNMC funds shall be vested in the Student Government, which shall operate within established College procedures. All expenditures must be approved by the Advisors and concurred by the Dean of Student Services.

Section C: Disbursements

All disbursements of ASNMC funds shall be made through the President and Treasurer with authorization by a majority of the Student Government. All purchasing shall be done in accordance with established procedures of the Northern Marions College.

Section D: Audit

The ASNMC Student Government may request an annual audit in its accounts.

ARTICLE XIV: AMENDMENTS

Section A: Proposing Amendments

Proposed amendments to this constitution may be offered as follows:

1. Regular members of the ASNMC may propose any amendment in writing to the ASNMC Student Government. If the proposed amendment is accompanied by at signatures of at least one third of the regular members of ASNMC who support the proposed amendment, then the student Government shall be required to vote on the proposed amendment within two (2) weeks.

Section B: Ratifying Amendments

If a proposed amendment is supported by a simple majority of the Student Government officers voting on the proposed amendment, then the following procedures shall be followed:

1. The President of the ASNMC Student Government shall call for an ASNMC plebiscite within thirty (30) days after Government vote supporting the amendment.
2. A complete statement of the proposed amendment, together with an explanation of the effect of such proposed amendment, shall be publicized through all available channels at least seven (7) days before the vote is to be taken.

3. Voting shall be by secret ballot.
4. A two-thirds (2/3) majority of all votes cast, provided that the total number of students voting constitutes at least ten percent (10%) of the regular members of the ASNMC, shall be sufficient for adoption. After approval from the College President, the amendments shall take effect immediately, unless otherwise specified.

ARTICLE XV: CODE OF CONDUCT FOR STUDENT GOVERNMENT

Student Government members are subjected to the following code of conduct:

1. No Student Government members may at any time use his or her official title to endorse any political candidate(s) or party.
2. No Student Government member may at any time use his or her official title to endorse any non-profit agency or political movement unless approved by the Student Government and the Office of Student Activities.

ARTICLE XVI: CHARTER CLUBS

Any group of regular members of the student body may become a chartered club under ASNMC Student Government. Chartered Clubs are subject to the following rules:

1. Must renew the club charter through the ASNMC Student Government every fall semester;
2. Must notify the Student Government of every fundraising activity to be conducted;
3. Must submit a financial report to the Student Government if so requested;
4. Must participate in ASNMC sponsored events if so requested; and
5. Must provide at least one (1) club member for meetings called by the Student Government if so requested.

**IN THE MATTER OF THE CONSTITUTION
OF
THE ASSOCIATED STUDENTS OF NORTHERN MARIANAS COLLEGE**

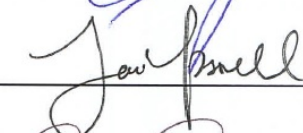
We, the Student of Northern Marianas College, in order to promote multicultural, educational, and social activities, to facilitate active and responsible participation in a democratic society through co-curricular activities, and to encourage participation in the college community, and to discharge the authority vested in us by the College President, do hereby establish this Constitution for the Associated Students of Northern Marianas College.

Dated this 23rd day of May, 2014

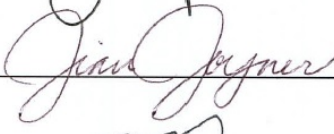
Chenglong "Alex" Shen
President



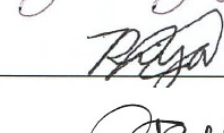
Lani Russell
Vice President



Jian Joyner
Secretary



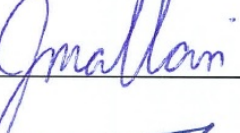
Riya Nathrani
Treasurer



Ervin Cruz
Senator



Justine Conrad Mallari
Senator



Faithful Mendiola
Senator



The ASNMC Constitution is hereby approved by the President of the College and shall be effective hereafter.

Sharon Y. Hart Ph.D.
Northern Marianas College
President

