



Student Government Constitution

ARTICLE I. PURPOSE AND MISSION

Section 1. Student Government is a self-governing organization that is responsible for enhancing the social, educational, and professional experiences of Laguna College of Art + Design students through the coordination of campus events, initiatives, and community outreach opportunities.

Section 2. The purpose of the Laguna College of Art + Design Student Government is:

- A. To allow for leadership and professional development, through organizing and coordinating of student-centered events;
- B. To act as a voice for the student body, by sharing students interests and concerns;
- C. To foster an inclusive environment by listening and supporting other's ideas.
- D. To direct students to applicable school resources.

ARTICLE II. NAME AND MEMBERSHIP

Section 1. The name of this organization shall be the Laguna College of Art + Design Student Government.

Section 2. Membership

- A. Complete one semester at LCAD prior to being elected;
- B. Attend weekly Student Government meetings;
- C. Collaborate with Representatives and Advisors to host on-campus events and programs;
- D. Representatives will be paid \$14/hour for their work inside and outside of meetings. (Approximately 1.5-5 hours a week).

Section 3. Non-Discrimination Clause: Discrimination based on race, gender, creed, color, national origin, age, disability, or sexual orientation, by any individual or unit of this organization is prohibited. A cause of action is created under this article for any individual who feels that they have been discriminated against in violation of this section.

ARTICLE III. STRUCTURE OF ORGANIZATION

Section 1. Representatives

- A. Micah Bianco, Entertainment Design
- B. Shruti Darji, Graphic Design + Digital Media
- C. Claire Foxworth, Animation
- D. Birgit Uhlig, Experimental Animation
- E. Robin Venter, Drawing + Painting
- F. Katlynn Woodward, Game Art
- G. Jiayin Song & Cindy Xia, Illustration

Section 2. Term of Office

- A. Student Government Representatives must serve for one academic year, specifically the Fall and Spring semesters.
- B. Representatives may serve for a shorter duration with respect to enrollment in a study abroad program, leave of absence, transfer to another institution, etc.

Section 3. Qualifications

- A. Be a current Laguna College of Art + Design BFA or MFA student with a minimum GPA of 2.0;
- B. Be in good standing with Laguna College of Art + Design;
- C. Have completed one semester at Laguna College of Art + Design prior to being elected.

Section 4. Representative Duties

- A. Work alongside Student Life to introduce Representatives to the student body;
- B. Communicate with the student body via email, in-person, social media, etc;
- C. Act as the student voice for respective major;
- D. Participate in event planning of annual and semesterly events;
- E. Assist with the development of event/initiative marketing plans and distribution;
- F. Communicate student needs to respective department chair and may assist with the major's all-student meetings; Representatives are required to meet with their department chair twice a semester;
- G. Participate in higher level meetings periodically which include but are not limited to; Board of Trustee meeting(s), Equity + Inclusion Council meeting(s), and Faculty Senate meeting(s);
- H. Facilitate weekly meetings alongside other elected Representatives.

ARTICLE IV. FACULTY/STAFF ADVISOR

Section 1. Advisors

- A. Nicole Drost, Student Life Coordinator + Resident Manager

Section 2. Role of the Advisor + Qualifications

- A. Advisor(s) must be full-time Student Life staff members.

Section 3. General Duties

- A. Facilitate the weekly Student Government meetings;
- B. Prepare and send Meeting Agendas at least 24 hours prior to Student Government meeting; send Meeting Minutes within 1 business day of meeting.
- C. Administratively support Student Government events, campaigns and initiatives;
- D. Oversee Student Government budget, and communicate balances and budget limitations/surpluses to Representatives;
- E. Interpret and inform Representatives of relevant campus policies and procedures;
- F. All duties may be adjusted or revised if agreed upon by Advisors and Representatives.

ARTICLE V. ELECTIONS

Section 1. Election of Representatives

- A. Students may nominate themselves or others via a Nomination Form.
- B. Elections shall be held annually in the month of April for the following academic year.
- C. Candidates will be represented and separated by major.
- D. Students are only allowed to nominate and/or vote for a candidate who represents their major.
- E. All students may vote once for a representative in their major.
- F. Each major will have one elected representative given that no election tie occurs.
- G. In the event of an election tie, tied students each be appointed Representatives of their designated major.
- H. The candidates for office shall be elected to the Student Government upon simple majority cast through the Election Form, and confirmation on part of the candidate via email.
- I. If the number of nominated individuals does not exceed one per major, Student Life reserves the right to forgo the election process and elect the single, nominated individual.

Section 2. Vacancy

- A. Representative vacancies may be filled if opening occurs during the academic year.
- B. Department chairs and Student Government Representatives may recommend a candidate to fill a vacancy.

- C. An interview will be conducted with prospective Representative(s) interested in filling a vacancy for their major.
- D. In the case of a vacancy, the current Student Government representative will have the option to renew their candidacy for the following academic year.
- E. Student Government Representatives must vote to approve or deny a candidate.
- F. A simple majority vote will approve or deny a candidate.

Section 3. Removal

- A. Representative removal may occur if the individual does not attend at least 5 meetings and/or does not participate in scheduled events/activities.
- B. A Representative may resign from their position voluntarily or be removed by the Advisors.
- C. Advisors must meet and discuss resignation or removal with a Representative prior to enacting a decision; resignation or removal should not be a surprise to the Representative.

Section 4. Succession Plan

- A. Student Government Representatives will have an informational meeting with newly elected Representatives and Advisors within 2 weeks of elections.
- B. During the informational meetings, Representatives will discuss and review meeting materials, goals, and role responsibilities.
- C. Newly elected Representatives will shadow a Student Government meeting within one month of elections.
- D. Student Life has the authority to create new Representative roles with respect to creation of new majors and/or inclusion of other programs.

ARTICLE VI. MEETINGS

Section 1. Weekly Meetings

- A. The Laguna College of Art + Design Student Government will meet weekly to discuss pertinent campus issues, and assist in the progression of campus wide activities and initiatives.
- B. Meeting Agendas will be provided to all representatives at least 24 hours before each meeting and Meeting Minutes will be provided to all representatives within 24 hours after each meeting.

ARTICLE VII. FINANCES

Section 1. Funding and Fundraisers

- A. Student Government will be given an annual events/activities, initiatives and campaign budget that may be a one-time allotment or fall within the Student Life (Student Activities) budget.
- B. Finances will be overseen by the Advisor(s); Representatives will not have direct access to funds.
- C. Representatives must submit an Event Proposal Form to receive funding for on-campus events. Proposals must be submitted 2 weeks prior to the event and attached budget spreadsheet.
- D. Proposals are reviewed by Representatives and Advisors during weekly meetings and approved/denied by a simple majority vote.
- E. Student Government Representatives shall work together to decide how to spend organizational funds to benefit the student body.
- F. Representatives may fundraise to supplement costs to attend professional/leadership development conferences, conventions, workshops, etc.