**Anishinaabe Student Council Constitution**

**2023-2024**

# Mission Statement

Anishinaabe Student Council's primary responsibility is to advocate and act as a voice for the Anishinaabe student body at FDLTCC. The primary purpose is to support, maintain, and encourage acceptance and respect for the Native American culture. Anishinaabe Student Council was established to participate as part of a dual government and will provide proper representation and leadership in accordance with the Fond du Lac Band of Ojibwe; Minnesota State; Fond du Lac Tribal & Community College; and local, state, and federal entities in a respectful yet culturally appropriate manner.

**Campus Values**

Respect: All Anishinaabe Student Council members shall demonstrate respect. We will hold ourselves to the highest level as we represent the Native American student body. We will treat everyone as we wish to be treated. We will not discriminate. We will strive for unity.

Compassion: All Anishinaabe Student Council members will show compassion toward our students and our staff at FDLTCC. We will treat everyone with dignity. We will promote empathy while motivating others and each other to evoke understanding.

Stewardship: We as Anishinaabe are held to the highest standards of taking care of our surroundings to the best of our ability. That is done with a good mind, body, and spirit, no matter where we are or what we are doing.

Integrity: We are held to the high standards of being honest. To have good outcomes, we must do good. We are role models for generations to come.

Innovation: We will recognize the ideas of all students and stay open to any ideas that may challenge conventional views. To remain useful to future students, we must adapt to the constant changes of society.

**Article 1: Name and Purpose Bylaws**

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| *Section I:* | The name of this organization shall be the Anishinaabe Student Council, herein after referred to as ASC of Fond du Lac Tribal & Community College, herein after referred to as FDLTCC. |
| *Section II:* | The purpose of the ASC shall be: |

1. To assure that activities are provided that promote acceptance and respect of the Native American culture at FDLTCC.
2. To actively admit Native American Students as members of the ASC.
3. To create, promote, and support an atmosphere of acceptance and respect among all students from all cultures.

**Article II: Membership**

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| *Section I:* | The membership of the ASC shall consist of all student and honorary members. |
| *Section II:* | Members/ASC officers must be enrolled as students at FDLTCC, and must comply with the Student Code of Conduct as outlined in the Student Handbook. |
| *Section III:* | Honorary and Alumni members can be approved by a 2/3 majority vote of the ASC. |
| *Section IV:* | The President of FDLTCC will have the final decision of tribal affiliation with the recommendation of the Executive Board. |
| *Section V:* | As representative, of Fond du Lac Community College, the ASC members must incorporate the colleges core values of respect, integrity, stewardship, innovation, and compassion on and off the campus. |

## Article III: Meetings

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| *Section I:* | The Executive Board shall consist of all members currently holding ASC officer positions. |
| *Section II:* | The ASC Chairperson shall set the agenda for meetings. |
| *Section III:* | The ASC shall meet at least 1-2 times per month. The Executive Board may call meetings as necessary. |
| *Section IV:* | Quorum:   1. Two or more voting members shall constitute a quorum. 2. 2/3 of the Executive Board must be present to have a meeting. |
| ​*Section V:* | Open Meetings: |

1. ASC meetings, with the exception of closed discussions, shall be open to all FDLTCC students, staff, and faculty.
2. Meeting locations shall be posted and held in reasonably convenient locations.
3. The ASC cannot hold closed meetings although closed discussions may be held to resolve issues. Closed discussions cannot be called to order and no voting may take place.
4. Meeting minutes of the ASC will be posted within 72 hours of each meeting in designated areas.

## Article IV: Removals and Vacancies

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| *Section I:* | A petition of 2/3 of the voting members of the Executive Board of the  ASC will require a retention election (for the officer in question) to be held 72 hours after the petition is presented to the Executive Board. |
| *Section II:* | A 2/3 vote for removal will be required to remove an officer in the retention election. |
| *Section III:* | The officer in question may request a recount within 5 business days of the completion of the election. |
| *Section IV:* | If the Chairperson is removed the Vice­Chairperson will become Chairperson. |
| *Section V:* | All vacancies will be filled by a 2/3 majority vote of the Executive Board within 5 business days. |
| *Section VI:* | Any ASC officer who is absent from 2 consecutive scheduled meetings |

without prior notification and just cause may be dismissed of his/her elected duties.

## Article V: Officer Requirements

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| *Section I:* | All officers of the ASC must be enrolled members of a federally recognized tribe. |
| *Section II:* | ASC officers must maintain a 2.0 cumulative grade point average on a 4.0 scale. |
| *Section III:* | The ASC advisor will notify the ASC Chairperson of officers no longer meeting minimum requirements. |
| *Section IV:* | The ASC at their discretion, and without the vote of the officer in question, may extend a probationary period for up to one (1) full semester from the date of notification (i.e. within an ASC meeting) in case of extenuating circumstances. |

## Article VI: Officer/Advisor Responsibilities

**Responsibilities of the Chairperson:**

1. To preside over meetings of the ASC, with the exception of committee meetings.
2. To be responsible for creating agendas of the ASC.
3. To call special meetings of the ASC when deemed necessary.
4. Must be able to represent the ASC at all campus club/organization meetings, unless other ASC members are members of said club/organization.
5. To direct the activities of the Executive Board.
6. To advocate in the best interest of the Anishinaabe students at FDLTCC.

**Responsibilities of the Vice­Chairperson:**

1. To preside over ASC meetings when the Chairperson is absent.
2. Follow up on the decisions of the ASC with the Chairperson.
3. Must be able to represent the ASC at all campus club/organization meetings, unless other ASC members are members of said club/organization.
4. May call special meeting in absence of Chairperson when deemed necessary.
5. Shall provide assistance to the Student Activities Assistant/Historian is assisting students with grievance steps and procedures.
6. To advocate in the best interest of the Anishinaabe students at FDLTCC.

**Responsibilities of the Treasurer:**

1. Must attend meetings with Student Activities Coordinator (SAC) and be trained in the proper record keeping techniques concerning financial transactions of the ASC.
2. Meet with the SAC 72 hours prior to meeting to review expense reports.
3. Must see that the bills of the ASC are paid on time.
4. Must present a financial report to the ASC once a month. In the event of the Treasurer's absence, he/she will submit a written report to the SAC 24 hours prior to the next scheduled meeting.
5. Will send and verify request forms prior to conference registrations.
6. To advocate in the best interest of the Anishinaabe students of FDLTCC.

**Responsibilities of the Secretary:**

1. To keep minutes and records of attendance of the ASC meetings; which will be distributed to all concerned.
2. To post minutes in designated areas within 72 hours (3 days) after meeting.
3. To establish and maintain files concerning ASC minutes, motions, and contact letters; which will be kept in the ASC office.
4. Will have minutes ready for approval at every meeting.
5. To advocate in the best interest of Anishinaabe students at FDLTCC.

**Responsibilities of the Student Activities Assistant/Historian:**

1. Shall assist SAC in organizing campus activities and events involving the ASC.
2. Serve as primary contact for ASC sponsored events.
3. Submit articles and pictures to the college newspaper and local papers to promote cultural awareness and to advertise ASC events on and off campus.
4. Will be responsible for upkeep and maintaining all photographic and recording

equipment.

1. Prepare and submit required paperwork at regularly scheduled ASC Meetings to purchase needed supplies.

**Responsibilities of ASC Advisor:**

1. Must be a FDLTCC faculty/staff and have working knowledge of all FDLTCC campus policies and procedures in all areas pertaining to students.
2. Must be available and have the desire to represent Native American students and issues concerning our status and culture at FDLTCC.
3. Be active in all ASC sponsored events.
4. Act as arbitrator when conflicts arise regarding the ASC and all Native American students.
5. Should attend all ASC meetings.
6. Empower ASC officers and all Native American students with knowledge.

## Article VI: Parliamentary Authority

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| *Section I:* | The rules contained in Roberts Rules of Order, newly revised, shall control the ASC in all cases in which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of the ASC. |
| *Section II:* | Should any conflict arise concerning the interpretation of the Constitution |

of the ASC, this conflict shall be resolved by an Interpretive Committee composed of the ASC advisor, the Dean of Student Services, the ASC Chairperson, and the ASC Vice­Chairperson.

**Article VII: Election Procedures**

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| *Section I:* | Elections for the ASC shall be held in the spring of each year. The Student Life Committee may determine, with the input of the ASC and Senate that a change is necessary and vote, according to its bylaws, to make such a change. |
| *Section II:* | Nominees must meet posted requirements. Officer position descriptions and requirements for office shall be posted on the Senate and ASC bulletin boards outside the Student Life offices at least two weeks prior to the election. |
| *Section III:* | The opening of nominations shall be announced at a regular meeting and a notice shall be posted that same day. The student body shall also be notified of time and date of elections at that time, or at least two weeks prior to elections. |

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| *Section IV:* | Elections must be held over at least a two­day period, or a long enough span of time to allow morning, midday, and evening class students to participate; and must be in a visible enough location. |
| *Section V:* | Candidate letters shall be posted outside the student activities room on the Senate and ASC bulletin boards, upon approval by the election committee, and at the polling stations during elections with private information involved. |

*Section VI:* ​ ASC elections shall be held in conjunction with the Senate elections.

*Section VII:* The current year Senate and ASC members shall organize and officiate

throughout the election process. Students running for office shall recuse themselves from involvement in the elections.

*Section VIII:* Candidates for office shall not campaign within one hundred (100) feet of a polling station.

*Section IX::*  The ASC Advisor, Senate Advisor, and the SAC will oversee tabulation of ballots. The results will be forwarded to the ASC for approval prior to posting in designated areas on campus.

## Article VIII: Financial Policies

*Section I:* All expenditures must be pre­approved by the ASC members at a regular meeting, or have written approval from 3 members of the Executive Board.

*Section II:* The SAC has the authority to authorize up to $100.00 per unanticipated expense.

## Article IX: Bylaws

​*Section I*​***:*** Opening of meetings will be conducted at the discretion of each newly elected ASC.

​ *Section II:* Transfer of Authority:

a. Incumbent officers shall meet formally and informally with newly elected officers before taking office to pass on applicable information regarding responsibilities and procedures. **Article IIX: ASC Officer Code of Conduct**

​*Section I:* Any display of public intoxication will be dealt with at the discretion of the Executive

Board.

​ *Section II:* Refer to and adhere to the FDLTCC Student Handbook Code of Conduct.

**Article X: Tuition Waiver of Credits**

*Section I:* Credits from Student Life and FDLTCC will be dispersed as follows:

**POSITION SPRING SEMESTER FALL SEMESTER**

Chairperson 3 3

Vice Chairperson 3 3

Secretary 3 3

Treasurer 3 3

Historian/Activities 3 3

Elected ASC officers that withdraw or receive an incomplete from classes while receiving tuition waivers will need to comply with bylaws set forth in the ASC Constitution. Officers cannot drop below 6 credits per semester. Officers that finish below a 2.0 GPA will not receive the credit stipend and will be put on probation for the following semester with the possibility of removal.