CHARTER

ASSOCIATION FOR STUDENT ACTIVITIES – HAWAI’I COMMUNITY COLLEGE

Preamble

We, the students of the University of Hawai‘i – Hawai‘i Community College, by the authority of the Board of Regents of the University of Hawai‘i and in order to carry out functions or operations on behalf of the University for the purpose of serving the entire student body of Hawai‘i CC, do hereby establish this Charter for the Association for Student Activities – Hawai‘i Community College.

ARTICLE I – NAME

The official name of this organization shall be Association for Student Activities – Hawai‘i Community College, officially abbreviated AFSA-HawCC.

ARTICLE II – EQUAL OPPORTUNITY

AFSA-HawCC, and any organization within its authority, shall not discriminate on the basis of race, religion, color, sex, national origin, age, disability, ancestry, marital status, sexual orientation, veteran’s status, or arrest and court record.

ARTICLE III – AUTHORITY

AFSA-HawCC is a chartered student organization (CSO) authorized by the Board of Regents (BOR) of the University of Hawai‘i to carry out functions or operations on behalf of the University for the purpose of serving the entire student body of Hawai‘i Community College (Hawai‘i CC).

ARTICLE IV – MEMBERSHIP

Any student who is enrolled in one (1) credit or more at Hawai‘i CC is a voting member of AFSA-HawCC. Membership shall automatically cease upon termination of enrollment.
ARTICLE V – GOVERNING DOCUMENTS

AFSA-HawCC, in conjunction with ASUH-HawCC, shall establish a set of governing documents, which will provide the fundamental rules that shall govern the organization. These governing documents must include the constitution, bylaws, and election rules. Other documents may be adopted as needed.

ARTICLE VI – AFSA-HawCC STUDENT ACTIVITIES BOARD

Section 6.1. SCOPE

The AFSA-HawCC Student Activities Board, abbreviated SAB, is the event-planning group for the student body.

A. The Student Activities Board shall be responsible for the enforcement of the AFSA-HawCC Charter and shall perform all duties and responsibilities assigned within the governing documents.

B. The Student Activities Board shall work collaboratively with the advisor and report to the Hawaii CC Vice Chancellor for Student Affairs or designee.

C. No later than July 1, the Student Activities Board shall adopt an annual budget categorized as follows: Support Operations (50%), CSO Programming (25%), and Campus Programming (25%).

D. The Student Activities Board shall meet twice each month.

Section 6.2. Membership

A. Voting members of the Student Activities Board shall be the five (5) officers elected by AFSA-HawCC: Activities Chair, Activities Vice Chair, Activities Vice Chair for West Hawai‘i, Activities Secretary, and Activities Treasurer.

B. Officers shall be qualified in accordance with the governing documents.

Section 6.3. Quorum

Quorum is four (4) officers.

Section 6.4. Powers and Duties

A. The Student Activities Board shall investigate, hear, and/or report on matters especially referred to them by the administration, students, faculty, and staff of Hawai‘i CC.

B. Officers shall perform their duties and responsibilities as stipulated in the governing documents.
Section 6.5. Removal and Recall

Removal and recall shall be allowed as indicated in the governing documents.

Section 6.6. Parliamentary Authority

Robert's Rules of Order, latest edition, shall be the parliamentary authority unless otherwise directed by the governing documents.

ARTICLE VII – CAMPUS COUNCIL

Section 7.1. SCOPE

A. The Campus Council shall serve as the collaborative and collective organization uniting AFSA-HawCC and ASUH-HawCC members.
B. All Student Activities Board officers are ex officio members of the Campus Council.

ARTICLE VIII – COMMITTEES

Section 8.1. Standing Committees

C. Welcome Committee
D. Finance Committee

Section 8.2. Ad-Hoc Committees

The Student Activities Board can create a committee to address a short-term goal. The committee would be dissolved once its goal is accomplished.

ARTICLE IX – FINANCES

Section 9.1. Mandatory Student Fees

A. The Student Activities Board shall uphold operational rules ensuring that the mandatory student fees are expended and accounted for properly within the Student Activities Board.
B. The Student Activities Board will be responsible for maintaining the organization’s fiscal records.
C. Collected fees shall be appropriately budgeted and expended for purposes related to the mission of the organization, as it is described in the governing documents.
ARTICLE X – ADVISING

Section 10.1. AFSA-HawCC Student Activities Board Advisor

A. The Student Life Coordinator or designee shall serve as the AFSA-HawCC Student Activities Board Advisor.
B. The Advisor shall serve in an advisory capacity, providing guidance, financial, and organizational advice as it pertains to the organization’s compliance with University of Hawai‘i and AFSA-HawCC policies and regulations.

Section 10.2. Student Life Program

The AFSA-HawCC Student Activities Board is part of the Student Life co-curricular program (BOR Policy, Chapter 7); and, in compliance with University of Hawaii Policy, is therefore subject to the policies and regulations of the Student Life Program and under the authority of the Student Life Coordinator and VCSA or designee.

ARTICLE XI – AMENDMENT

Section 11.1. Amendment

A. The student body may amend this Charter by presenting a petition to the Student Activities Board with signatures of a minimum of 10% of the AFSA-HawCC student body. The petition must contain justification for the suggested amendment. The Student Activities Board reserves the right to edit, modify or change the amendment provided that such action does not change the meaning or intent of any portion of the document.
B. The Student Activities Board may amend this Charter. Such amendments require a two thirds (2/3) majority vote of approval within the Student Activities Board. If approved, the amendment will be presented to the AFSA-HawCC student body for a vote.
C. Any amendments to the Charter shall be presented during a regular or special election and shall require no less than 10% of the AFSA-HawCC student body to vote on the amendment and three fourths (3/4) approval of the voters.
D. Amendments to the Charter shall be made within the text of the Charter and shall be listed in Article XIII (Record of Revisions) by article, section, and date enacted. If a revision removes a section, that section shall be deleted and subsequent sections shall be renumbered accordingly.
E. Minor housekeeping and corrections (spelling, punctuation, etc.) may be made to the Charter by the Student Activities Board without legislative action as long as such action does not change the meaning or intent of any portion of the Article. Corrections must be recorded and documented in Article XIII (Record of Revisions).
ARTICLE XII – ADOPTION

The adoption of this Charter shall require the approval of the current student body representatives and the student body. Approval shall require no less than 10% of the AFSA-HawCC student body to vote on the amendment and three fourths (3/4) approval of the voters. This Charter shall take effect immediately upon its final approval by the student representative, Advisor, VCSA, and Chancellor.

Record of Adoption:

Sara Andy  Kylee Aragon
Student Representative(s)  9-12-12
Date

Student Representative(s)  9-12-12
Date

Student Representative(s)  9-12-12
Date

Advisor  09/12/12
Date

JASON S. CLARK
Vice Chancellor for Student Affairs  09/12/12
Date

Student body endorsement:

Election date(s): 8/31/12 – 9/10/12
No. of registered voters: 3,052
Total ballots cast: 406
Should this charter be adopted?
Yes: 382 (95%)
No: 21 (5%)

Chancellor  9/12/2012
Date

ARTICLE XIII – RECORD OF REVISIONS

Record of Revision:
Article, Section, Date enacted:

AFSA-HawCC Charter
Adopted September 12, 2012