

CONSTITUTION OF THE ASSOCIATED STUDENTS OF RENTON TECHNICAL COLLEGE

Adopted by the Associate Student Government on November 1, 2024

PREAMBLE

We, the students of Renton Technical College (RTC) engage in an active and responsible role in our educational, cultural, social, and recreational development in a democratic manner. We will make meaningful contributions to student life, provide equitable opportunity for participation and representation, and foster cooperative relationships among the students, faculty, staff, administration, and community, in accordance with the college mission. We hereby enact this constitution of the Associated Students of Renton Technical College (ASRTC). The ASRTC is to be governed by the RTC Associated Student Government (ASG).

PURPOSE

The purpose of the ASG is to provide opportunities for student involvement, and leadership development so that each student may participate directly in establishing policies and procedures associated with student life at Renton Technical College.

ARTICLE 1: RECOGNITION

- Section 1:** The ASRTC is made up of all enrolled students; hereafter known as the Student Body.
- Section 2:** The ASG consists of a Student Senate (Senate), with an Executive Board (E-Board) who is assisted by an appointed advisor; together these two bodies form the ASG.
- Section 3:** The ASG is recognized by RTC college administration and the RTC Board of Trustees as the governing body of the ASRTC.
- Section 4:** The ASG is to be governed by its said Constitution and Bylaws. The constitution is to serve as a model of how the ASG is set up, and the bylaws are to dictate how the ASG will operate. The bylaws are to be subject to the constitution, which in turn is subject to RTC Policies and Procedures.

ARTICLE 2: SENATORS

- Section 1:** The Senate will consist of students who apply to be a senator, pass a test on parliamentary procedure, and are confirmed by the co-chairs of the Senate.

(Article two, continued)

- Section 2:** The minimum requirements to serve as an ASG Senator shall be to meet the terms and conditions of office outlined in the bylaws, to maintain a cumulative grade point average of two and one tenth grade points (2.1), and be enrolled as a student of RTC with a clear trajectory of graduating with a certificate or degree. Senators do not need to be enrolled during summer quarter.
- Section 3:** Senators failing to meet the minimum requirements of office as defined above are subject to conditions for removal as outlined in the bylaws.

ARTICLE 3: EXECUTIVE BOARD

- Section 1:** The officers of the E-Board shall consist of seven executive members. The E-Board officers are selected annually, following procedures outlined in the bylaws. Terms of office shall be one year, from September to August of the following year, with the new term commencing with the summer leadership orientation.
- Section 2:** The E-Board shall manage the day-to-day operations of the ASG. Such management will include preparing position statements, reviewing and forwarding legislation to the Senate, making purchasing decisions, organizing activities, events, and services to improve and benefit the ASG, and chairing committees.
- Section 3:** The minimum requirements to serve as an E-Board officer shall be to fulfill their job descriptions, and to meet the terms and conditions of office outlined in the bylaws. E-Board officers must maintain a cumulative grade point average of two and one half grade points (2.5), and be enrolled in college-level courses as a student of RTC with a clear trajectory of graduating with a certificate or degree. E-Board members do not need to be enrolled during summer quarter.
- Section 4:** Officers failing to meet the minimum requirements of office as defined above are subject to the conditions of removal, as outlined in the bylaws.
- Section 5:** If E-Board vacancies occur, positions will be filled as described in the bylaws.

(Article four, continued)

ARTICLE 4: MEETINGS

- Section 1:** Information including E-Board and Senate meeting times will be made public and will be open to the public in accordance with the Washington State RCW 42.30.200.
- Section 2:** No Executive Board will be conducted without a quorum present. A quorum will consist of three-fifths of the voting members currently holding office.
- Section 3:** No Senate meeting will be conducted without a quorum present. A quorum will consist of one-half of the voting members currently holding office.
- Section 4:** All matters of consideration, unless otherwise specified in this document shall be ratified by a majority of the ASG.
- Section 5:** All E-Board and Senate meetings will be conducted using parliamentary procedure, minutes will be archived, and they are public record.

ARTICLE 5: REVENUES

- Section 1:** The ASG shall have the authority to generate revenue through the Services and Activities (S&A) Fee, through event admission charges, fund raising programs, and other means deemed beneficial by the E-Board and remain consistent with Renton Technical College and Washington State Financial codes and regulations.
- Section 2:** The ASG has the right to levy new fees (i.e. building or technology) or increase existing S&A Fees by conducting a vote of the Senate. The ASG Senate will make significant efforts to gather student input prior to conducting a vote of Senate, which must be by two-thirds vote of the quorum present.
- Section 3:** An annual ASG budget will be prepared and recommended for approval by the Budget Committee to the ASG, Vice President of Student Services, the College President, and the Board of Trustees. Once approved, the E-Board will be responsible for budget oversight.
- Section 4:** Budget Committee: The seven member Budget Committee shall be responsible for making budgetary recommendations to the ASG, and shall be chaired by the VP of Finance. Of the seven students on the budget committee, no more than three can be E-Board officers.
- Section 5:** All funds collected and/or expended by the ASG and chartered student organizations shall be subject to and comply with the procedures and regulations as outlined in the ASRTC Financial Guidelines as well as college and state policies and procedures.

ARTICLE 6: AMENDMENTS

Section 1: Amendments to this document shall be initiated by ASG action or initiative, following procedures outlined in the bylaws.

Section 2: Amendments to the constitution must be ratified, at a regularly scheduled Senate meeting, by a two-thirds vote of the quorum present. Once ratified by the ASG, the College President and the Renton Technical College Board of Trustees shall be notified and given documentation of the amended constitution and/or bylaws

ARTICLE 7: Article: Fund Spending for Non-Student-Led Organizations and Programs

Section 1: Purpose

The purpose of this section is to establish guidelines for the allocation of funds to organizations and programs that are not directly led by students at Renton Technical College. This ensures that the Associated Student Government (ASG) supports initiatives that are aligned with student interests while maintaining a structure for oversight and accountability.

Section 2: Funding Eligibility

- a. **Student Leadership Requirement:** All funding requests must be associated with organizations or programs that are led by students at Renton Technical College, unless funding is for a department or program sponsorship. Non-student-led initiatives may only receive funding if they are **advised** by faculty or staff and demonstrate clear benefits to the student body
- b. **Advisory Role:** Non-student-led organizations and programs must involve a faculty or staff advisor from Renton Technical College in their leadership structure to ensure alignment with institutional goals and student interests.

Section 3: Funding Request Process

- a. **Presentation to the Senate:** Organizations and programs seeking funding must submit a detailed funding request to the ASG Senate. This request must include:
 1. Description of the organization or program.
 2. The purpose and goals of the funding request.
 3. A budget outlining how the funds will be used.
 4. Evidence of student involvement.
- b. **Senate Meeting:** All funding requests will be presented during a scheduled ASG Senate meeting. The presenting organization will have the opportunity to:
 1. Explain the significance of their program or organization.
 2. Address questions or concerns from the Senate members.
 3. Provide additional information as requested by the Senate.
- c. **Voting Procedure:** Following the presentation and discussion, the Senate will vote on the funding request. A majority vote is required for approval. The Senate retains the right to

request additional information or modifications to the funding request before making a decision.

Section 4: Accountability and Reporting

- a. Use of Funds: Organizations and programs that receive funding are required to use the funds as outlined in their approved budget. Any changes to the budget must be communicated to the ASG Senate for approval.
- b. Reporting Requirements: Funded organizations must submit a report to the ASG Senate within one month of the completion of their program or initiative. This report should detail:
 - The outcomes achieved.
 - 1. An evaluation of the program's impact on the student body.
 - 2. An accounting of how funds were spent.

Section 5: Amendments

This article may be amended by a two-thirds majority vote of the ASG Senate during a regular meeting, provided that the proposed amendments have been submitted in writing to all Senate members at least one week prior to the meeting.

This structure ensures that all funding for organizations and programs enhances the student experience and maintains transparency and accountability within the Associated Student Government.