Indian River State College
Campus Coalition Government

Preamble
We the students of Indian River State College, in order to establish an efficient representation of the students within the college community, do ordain and establish this Constitution of the Indian River State College Campus Coalition Government.

Article 1: Name and Purpose
Section 1: The student government organization of Indian River State College (IRSC) shall be known as the Campus Coalition Government, hereinafter referred to as CCG. This organization is also a member of the Florida College System Student Government Association (FCSSGA).

Section 2: The purpose of this government shall be:
A. To align, support, and govern all of the student organizations of IRSC.
B. To stand as the official voice of the student body.
C. To serve as a medium of communication between the students, faculty, staff, and administration of the college.
D. To provide a forum for students to express their ideas and opinions on pertinent issues.

Section 3: The philosophy of this government shall be that a student government united in genuine fellowship will facilitate personal growth, leadership development, civic engagement, community partnerships, long lasting friendships, and true school spirit.

Section 4: All activities of CCG shall be conducted in accordance with the established IRSC Student Handbook and CCG Organizations Manual.

Article II: Membership
Section 1: Any currently enrolled student who has a serious interest in CCG shall be eligible for membership. There shall be no discrimination on the basis of race, color, nationality, ethnicity, sex, religion, age, disability, sexual orientation, marital status, veteran status, or genetic information.

Section 2: The CCG general assembly shall consist of voting members from each organization including the Executive Board officers, CCG representatives, and campus liaisons. All members shall serve for the academic year.

Section 3: All students pursuing an elected position must be under no collegiate or civil probation and be in good academic standing.

Article III: Executive Board
Section 1: Composition – The Executive Board shall be elected by the general assembly. The Executive Board shall consist of the following positions: President, Vice President, Secretary, Treasurer, and Parliamentarian.
Section 2: Terms and Qualifications – To be eligible to run for and hold an elected position a student must meet the following requirements:

A. Be a current CCG representative or organization officer or have served as a CCG representative or organization officer within the last two academic years and remained active in a student organization.
B. Maintain a cumulative and semester GPA of 2.5 or higher.
C. Be enrolled in at least twelve (12) credit hours per semester excluding the summer, with the exemption of students facing auto-graduation and would be capable of taking (6) credits their last semester before graduation in the spring.
D. Must be able to serve for an entire academic year.

Section 3: Powers and Duties of the CCG President

A. Administer, enforce, and abide by the CCG Constitution.
B. Foster communication amongst the branch campus liaisons.
C. Attend all CCG meetings, Student Activities events, FCSSGA meetings and events; and preside over all CCG meetings, as schedule allows.
D. Assist with the scheduling and preparation of CCG agendas and minutes.
E. Prepare agendas for all CCG meetings.
F. Oversee the running of all meetings; this includes following parliamentary procedure, facilitating discussion and preserving order.
G. Prepare a program agenda at the beginning of each term/semester, which includes: calendar of events for the semester, campus issues to be addressed, and community service projects.
H. Submit a completed copy of all necessary event-planning forms to the CCG Advisor(s) a minimum of six (6) weeks prior to each event.
I. Coordinate the implementation of all campaigning efforts.
J. Appoint additional officers, committees, and chairpersons as deemed necessary.
K. Complete a minimum of three (3) office hours per week.
L. Be available for weekly and special meetings as agreed upon by the general assembly and/or the Student Activities Department.
M. Be the official spokesperson for the CCG.
N. If the CCG President has 15 or more credit hours, a Chief of Staff may be appointed by the President to assist with his/her duties and must be approved by the CCG Advisor(s) and the CCG Executive Board.

Section 4: Powers and Duties of the CCG Vice President

A. Administer, enforce, and abide by the CCG Constitution.
B. Foster communication amongst the branch campus liaisons.
C. Assist the CCG President in the daily operations of CCG.
D. Attend all CCG meetings, Student Activities events, FCSSGA meetings and events as schedule allows.
E. Assist with the scheduling and preparation of CCG agendas and minutes.
F. Assume duties and powers of the CCG President in his/her absence.
G. Directly oversee all responsibilities for standing committees.
H. Keep track of all office and program supplies/needs.
I. Complete a minimum of three (3) office hours per week.
J. Be available for weekly and special meetings as agreed upon by the general assembly and/or the Student Activities Department.
K. If the Vice President has 15 or more credit hours, an Executive Assistant may be appointed by the Vice President to assist with his/her duties and must be approved by the CCG Advisor(s) and the CCG Executive Board.

Section 5: Powers and Duties of the CCG Secretary
A. Administer, enforce, and abide by the CCG Constitution.
B. Foster communication amongst the branch campus liaisons.
C. Attend all CCG meetings, Student Activities events, FCSSGA meetings and events as schedule allows.
D. Review and distribute agendas for each CCG meeting.
E. Record and compile minutes at every CCG meeting.
F. Prepare and distribute minutes from the previous CCG meeting to the organizations.
G. Maintain an accurate file of all CCG meetings and events.
H. Maintain a current directory of CCG Executive Board officers and CCG Representatives.
I. Take attendance at all CCG meetings.
J. Complete a minimum of three (3) office hours per week.
K. Be available for weekly and special meetings as agreed upon by the general assembly and/or the Student Activities Department.
L. If the Secretary has 15 or more credit hours, an Assistant Secretary may be appointed by the Secretary to assist with his/her duties and must be approved by the CCG Advisor(s) and the CCG Executive Board.

Section 6: Powers and Duties of the CCG Treasurer
A. Administer, enforce, and abide by the CCG Constitution.
B. Foster communication amongst the branch campus liaisons.
C. Attend all CCG meetings, Student Activities events, FCSSGA meetings and events as schedule allows.
D. Assist with the scheduling and preparation of CCG agendas and minutes.
E. Complete all CCG Point forms within two (2) weeks of submission and maintain an accurate record of all organization point totals, with the exemption of the summer semester.
F. Prepare and submit an updated Treasurer’s Report at each CCG meeting.
G. Maintain an updated file of all CCG Point Request forms.
H. Complete a minimum of three (3) office hours per week.
I. Be available for weekly and special meetings as agreed upon by the general assembly and/or the Student Activities Department.
J. If the Treasurer has 15 or more credit hours, an Assistant Treasurer may be appointed by the Treasurer to assist with his/her duties and must be approved by the CCG Advisor(s) and the CCG Executive Board.

Section 7: Powers and Duties of the CCG Parliamentarian
A. Administer, enforce, and abide by the CCG Constitution.
B. Foster communication amongst the branch campus liaisons.
C. Attend all CCG meetings, Student Activities events, FCSSGA meetings and events as schedule allows.
D. Keep order at all CCG meetings.
E. Ensure that all CCG meetings are held in accordance to Robert’s Rules of Order.
F. Look over all organization constitutions, if any discrepancies it will be referred to student activities.
G. Complete a minimum of three (3) office hours per week.
H. Be available for weekly and special meetings as agreed upon by the general assembly and/or the Student Activities Department.

Section 8: Failure to meet the minimum qualifications and perform all required tasks, which include but are not limited to the above sections, may result in the removal of a CCG Executive Board officer.

Section 9: If a current CCG representative is elected or appointed to a position on the CCG Executive Board, a new CCG representative must be appointed by the organization, in which he/she was the official voice.

Article IV: CCG Representatives

Section 1: Composition – Each organization is responsible for selecting a voting delegate and an alternate to be the official voice of its organization for the CCG. The organization’s advisor is responsible for verifying that their potential representatives meet all CCG membership requirements.

Section 2: Terms and Qualifications – To be eligible to hold the position of representative a student must meet the following requirements:
A. Be a currently enrolled student.
B. Maintain a cumulative GPA of 2.0 or higher.
C. Shall serve an entire academic year.
D. Be the official CCG representative for more than one organization.

Section 3: Powers and Duties of CCG Representatives and/or Alternates
A. Abide and administer the CCG Constitution.
B. Attend or provide an alternate for every general assembly meeting.
C. Attend representative training.
D. Be accountable to the CCG Executive Board and the organization, in which, he/she is representing.
E. Responsible for reporting to the organization all official business of the CCG.
F. Shall be the official voice of the organization at general assembly meetings.
G. The official CCG representative or designee must sit on at least one standing committee.

Section 4: Failure to meet the minimum qualifications and perform all required tasks, which include but are not limited to the above sections, may result in the removal of a CCG representative.
Article V: Campus Liaisons

Section 1: Composition – The Campus Liaisons will be recommended by the designated Campus Provost or designee, appointed by the CCG President, and approved by the CCG Advisor(s). There will be four (4) Campus Liaisons representing the Chastain, Mueller, Dixon-Hendry, and Pruitt Campuses.

Section 2: Terms and Qualifications - To be eligible to hold the position of Campus Liaison, a student must meet the following requirements:
A. Be a currently enrolled student.
B. Maintain a cumulative GPA of 2.0 or higher.
C. Shall serve an entire academic year.

Section 3: Powers and Duties of Campus Liaisons
A. Abide and administer the CCG Constitution.
B. Shall be the official voice of the student body at his or her designated campus.
C. Assist with student activities, as schedule allows.
D. Shall keep his/her constituency informed at all times.
E. Required to attend at least one (1) general assembly meeting per month.
F. Shall maintain communication between the CCG, the Campus Provost and/or designee.
G. Update the CCG bulletin boards on his/her designated campus and answer any questions about CCG.

Section 4: Failure to meet the minimum qualifications and perform all required tasks, which include but are not limited to the above sections, may result in the removal of a Campus Liaison.

Article VI: CCG Advisor(s)

Section 1: Composition – The advisor(s) to CCG shall be the Director of Student Development and/or the Coordinator of Student Activities and/or his/her designee.

Section 2: Powers and Duties of the CCG Advisor(s)
A. Responsible for approving all activities conducted by the CCG.
B. Power to veto any legislation or acts of the CCG. The veto may be overridden by a two-thirds (2/3) vote of the CCG general assembly. When such an override occurs, the matter under consideration is referred to the Vice President of Student Affairs for review and final approval.
C. Responsible for performing eligibility checks of all CCG members as outlined in Article II, Section 2.
D. Serves an ex-officio non-voting member for all CCG functions.
E. Travels to FCSSGA with the Executive Board or appoints a designee.

Article VII: CCG Meetings

Section 1: CCG will hold its formal general assembly meetings on alternating Wednesdays during the fall and spring semesters.
Section 2: A quorum of 51% of the total membership must be present in order to conduct official business.

Section 3: All general assembly meetings are open to the public, however, only elected and appointed members of CCG are permitted to vote.

Section 4: Public Forums
A. The general assembly has the right to call a public forum on specific issues related to CCG.
B. Procedure:
   1. A motion to hold a public forum must be made at a general assembly meeting.
   2. The motion to hold a public forum must receive a two-thirds (2/3) vote of support from the general assembly.
   3. Final approval of date, time, place, and structure of the public forum must be made by the CCG Advisor(s) and/or the Vice President of Student Affairs.

Article VIII: Elections
Section 1: Elected Offices
A. President, Vice President, Secretary, Treasurer, and Parliamentarian shall be elected annually at the last General Assembly meeting of the year for a term of one (1) academic year.

Section 2: General Procedures
A. Students must meet the qualifications outlined in Article III, Section 2.
B. Students must complete an application to run for office at least two (2) weeks prior to elections. An application form will be provided by Student Activities Department.
C. Notification of eligibility will be given in writing, if the packet is complete and turned in by the set deadline. Notifications of eligibility will include campaign rules and regulations.
D. Students seeking an office are not allowed to engage in the execution of voting procedures.
E. Each candidate will be given three (3) minutes to address the general assembly.
F. Each candidate will be given an opportunity to address the student body prior to elections.
G. An electronic ballot will be provided to all currently enrolled students by the Student Activities Department. The student with a majority of votes wins the election.
H. In case of a tie, these candidates will be given three (3) minutes to address the general assembly at the last meeting of the year. The voting members will be able to vote for these candidates. The student with a majority of votes wins the election.
I. An elected person cannot serve more than two (2) years in the same position.
J. Election results will be announced at the last general assembly meeting of the spring semester.
K. All vacant offices will be appointed by the newly elected CCG Executive Board and CCG Advisor(s) with approval by the Vice President of Student Affairs.
Section 3: Campaign Rules and Regulations
A. No candidate or supporter of a candidate shall directly or indirectly give, pay or expend money or give anything of value to secure votes.
B. Posters, handbills, pamphlets, refreshments, name tags, fold outs, bumper stickers, signs, billboards, and the like shall always be acceptable as campaign materials.
C. Social media tools (i.e., Facebook, Instagram, Twitter) will be allowed with prior approval. A letter or e-mail with approval will be sent to candidate. Snapchat will not be an acceptable campaigning platform.
D. Candidates may not run on a slate with other candidates.
E. In a race where there are two or more candidates for an office, a simple majority will determine the winner of the race.
F. No campaign material or candidate promotion of any sort shall be in the designated voting area(s), (this area shall be determined by Students Activities Department or designee).
G. A candidate shall not speak, be spoken for, campaign or seek office without the above mentioned items.

Section 4: Executive Board Installation – The Executive Board shall be administered the oath of office and assume his/her term of office at the Annual CCG Awards Banquet coordinated by Student Activities at the end of the spring semester.

Section 5: CCG Representatives General Procedure – The election process in which an organization representative is chosen will be in accordance with that organization’s individual constitution.

Article IX: Resignation, Removal, or Impeachment
Section 1: Executive Board
A. Resignation or Removal Process
   1. In the event of the resignation or removal of the CCG President, the CCG Vice President will become CCG President. All other Executive Board positions will require appointment by the CCG President, remaining Executive Board, and CCG Advisor(s). The vacant position(s) must be filled within two (2) meetings of the general assembly after said departure from office.
B. Impeachment Process
   1. Any member of the CCG general assembly and/or the CCG Executive Board can call for an impeachment.
   2. Requires a majority vote from the general assembly to convene a Jurisprudence Committee to investigate the charges.
   3. This committee must consist of at least five (5) student representatives: four (4) CCG Representatives, one (1) Campus Liaisons, and the CCG Advisor(s) or his/her designee.
   4. The committee will: investigate all charges, hold an open hearing, hold a closed door hearing, and report their findings to the general assembly.
   5. In his/her defense, the accused Executive Board member shall have his/her choice of one of the following options: a five (5) minute speech, a five (5) minute speech by another CCG member in his/her defense, or the submission of a
written statement in his/her defense. After the exercise of the said option, a two-thirds (2/3) vote of the general assembly is required for removal.

6. An impeached officer may request an appeal with the Vice President of Student Affairs within two (2) weeks of being impeached.

7. An impeached Executive Board officer may not run for an office again unless approved by the Vice President of Student Affairs.

Section 2: CCG Representatives

A. Resignation or Removal Process – The CCG Executive Board may remove or recommend that an organization replace its representative due to absence, misconduct, or any other reason the Board sees as valid.

B. Impeachment Process will be in accordance with that organization’s individual constitution. If no process is in place default to the process outlined in Article IX: Section 1B.

Section 3: Campus Liaisons

A. Resignation or Removal Process

1. In the event of the resignation or removal of a Campus Liaison. The vacant position(s) must be appointed within two (2) meetings of the general assembly after said departure from office.

B. Impeachment Process

1. Any member of the CCG general assembly and/or the CCG Executive Board can call for an impeachment.

2. Requires a majority vote from the general assembly to convene a Jurisprudence Committee to investigate the charges.

3. This committee must consist of four (4) CCG Representatives, one (1) Campus Liaison, the designated Campus Provost, and the CCG Advisor(s) or his/her designee.

4. The committee will: investigate all charges, hold an open hearing, hold a closed door hearing, and report their findings to the general assembly.

5. In his/her defense, the accused Campus Liaison shall have his/her choice of one of the following options: a five (5) minute speech, a five (5) minute speech by another CCG member in his/her defense, or the submission of a written statement in his/her defense. After the exercise of the said option, a two-thirds (2/3) vote of the general assembly is required for removal.

6. An impeached Liaison may request an appeal with the Vice President of Student Affairs within two (2) weeks of being impeached.

7. An impeached Campus Liaison may not hold an office in CCG again unless approved by the Vice President of Student Affairs.

Article X: Standing Committees

Section 1: Composition

A. Each committee will be composed of members of the CCG Executive Board, CCG representatives, campus liaisons, or students who have a general desire to get involved in CCG.
B. The chairperson of each committee will be a member of the CCG Executive Board or his/her designee, which must be approved by the CCG Executive Board and/or the CCG Advisor(s).
C. Each chairperson may appoint a co-chairperson, which must be approved by the CCG Executive Board and/or the CCG Advisor(s).
D. The CCG Executive Board may create any committee it deems necessary to complete a task.

Section 2: Legislative Committee
A. Purpose – To research and inform the general assembly of local, state, and national issues, including the Florida College System Student Government Association (FCSSGA), that relate to CCG.

Section 3: Public Relations & Marketing Committee
A. Purpose – To promote CCG and student activities on and off campus.
B. Assist with social media outlets.

Section 4: Helping Hands Committee
A. Purpose – To encourage education through art, service, learning and civic engagement.

Section 5: Historian/Scrapbook Committee
A. Purpose
   1. To record all CCG events.
   2. To encourage all student organizations to record and submit all activities.
   3. To prepare a CCG scrapbook for state competition.
   4. To assist the Executive Board to create the annual year in review video to be shown at the Annual CCG Banquet.

Section 6: Student Life Committee
A. Purpose
   1. To investigate any suggestions on the improvement of student life and report them to the CCG Executive Board who can in turn give feasible ideas to Student Activities.
   2. To assist the Student Activities in the planning/staffing of all CCG sponsored events on and off campus.

Article XI: Ratification and Review of the CCG Constitution
Section 1: Review
A. Starting in the year 2016, and each third year thereafter, there shall be established a Constitution Revision Commission (CRC).
B. The CRC shall be composed of at least nine (9) voting members:
   1. Three (3) students appointed by the CCG President, of which one shall not have held a position within CCG during the previous academic year, and approved by the general assembly.
   2. Three (3) CCG representatives appointed by the general assembly and approved by a majority vote.
3. One (1) Campus Liaison appointed by the CCG Advisor(s).
4. Two (2) faculty or staff members selected by the Vice President of Student Affairs.
C. The Vice President of Student Affairs or his/her designee and the CCG Advisor(s) shall be non-voting members of the CRC.
D. The CCG President shall designate one member of the CRC as its Chair. Each CRC shall convene at the call of its Chair, adopt its own rules of procedure in alignment with the CCG Constitution and in compliance with Sunshine Laws, and hold public hearings regarding the Constitution. The CRC shall submit its proposed amendments to the Executive Board no later than the last general assembly meeting before winter break. Amendment(s) may be to the whole document or any of its articles, sections, or provisions.
E. The amendment(s) must also be submitted to the general assembly for approval by the first general assembly meeting of the spring semester, and before applications are accepted for new Executive Board officers.
F. Each amendment(s) must be approved by a majority vote of the general assembly on a secret ballot.

Article XII: Florida College System Student Government Association (FCSSGA)

Section 1: Definition – FCSSGA is the governing body of all student government associations within the Florida College System.

Section 2: Purpose – The purpose of this Association shall be to unify the member colleges in order to best attend to the appropriate concerns and fundamental needs of the students of the Florida College System; to promote leadership development; to encourage responsibility, self-discipline and good citizenship; to stimulate the desire to render service; to foster unity in realizing the ideals of education and democracy; to serve as a vehicle by which to communicate these concerns to and including, but not limited to the Florida Legislature, State Board of Education Council of Presidents, and the Executive Committee of the Florida College System Activities Association; and to make available to the students throughout Florida, ideas and information in helping to achieve these objectives.

Section 3: The Executive Board is strongly encouraged to attend FCSSGA events on behalf of the students at IRSC. If a member of the Executive Board is unable to attend, the CCG Advisor(s) may appoint an alternate CCG member to attend in his/her place.