

Contra Costa College

CLASSIFIED SENATE CONSTITUTION

ARTICLE I. Name

The Classified staff hereby forms the Contra Costa College Classified Senate.

ARTICLE II. Objective

The purpose of this organization is to provide a vehicle by which the classified staff is able to fully participate in the goals and mission of the college. It shall be the function of the Classified Senate to participate in the governance of Contra Costa Community College; to actively collect, evaluate and disseminate information for the classified staff; and to represent those non- bargaining interests before and on any governance or college committee.

ARTICLE III. Membership

The membership of the Senate shall include eight members and consist of full-time or part-time permanent staff.

ARTICLE IV. Officers

The Classified Senate Officers shall consist of President, Vice-President, Secretary, and Treasurer. These officers shall comprise the EXECUTIVE COMMITTEE whose primary function is to expedite the business of the Classified Senate. Duties and responsibilities shall be ascribed in the Bylaws and expanded as seen necessary by the Senate.

ARTICLE V. Duties of Officers

Duties of officers, committee chairs, and committee members shall be ascribed in the Bylaws and expanded as seen necessary by the Senate.

ARTICLE VI. Meetings

The regular meetings of the Senate shall be held each month from July to June inclusive unless otherwise ordered by the Classified Senate.

ARTICLE VII. Committees

The Senate shall have standing and ad hoc committees. Standing committees shall be permanent and conduct the business of the senate. Ad hoc committees shall be established by the president for special purposes and shall be of short duration. The President shall be an ex-officio member of all committees.

ARTICLE VIII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order - Newly Revised shall govern the Senate in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the Senate may adopt.

ARTICLE IX Amendments

Any classified staff member may recommend to the Senate, in writing, a proposed amendment to the Constitution.

IX 1. Amendments to this Constitution may be put to a vote of the classified staff when meeting one or more of the following criteria:

- A. A two-thirds vote of the Classified Senate.
- B. A petition signed by not less than ten percent of the staff employees.
- C. The President of the College following his/her determination that some portion(s) of the Constitution are at variance with the California State Law or the adopted rules and policies of the Trustees of the College District.

IX 2. Proposed amendments to this Constitution shall be presented to all classified employees at least ten working days before said amendment proposal is put to a vote. To be adopted, a proposed amendment must receive a simple majority of votes cast.

Additions to and/or changes in the Bylaws may be effected by the Executive Committee upon approval of a majority of the Senate body.

ARTICLE X Elections

The Classified Senate will conduct a general election each Spring prior to June 1.

Adopted (2/13/13)