

Constitution
Of The
Pitzer College
Student Senate

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Constitution Of The Pitzer College Student Senate

Preamble.

The Pitzer College Student Senate is hereby recognized by Pitzer College students as the official body for protecting student rights and interests, facilitating student participation in College policy-making, increasing the quality of students' educational and academic experience, upholding the core values of the College in all areas of student life, facilitating communication between students and faculty, staff, and bureaucratic organizations, recognizing and funding student organizations, representing the student body in College Council meetings and all official college business, and striving to improve the welfare of students.

ARTICLE I. MEMBERSHIP.

Section 1. Eligibility.

All members of Student Senate must be enrolled as students at Pitzer College concurrent with their terms of office. No student may apply for a position if they hold another Student Senate position at the time of their application unless they obtain prior approval from the Executive Board or Student Senate.

Section 2. Elected Members.

The elected voting members shall be: the five members of the Executive Board; the four class representatives; one New Resources representative, one Off-Campus representative, one Transfer representative, one International representative, one Environmental Senator, and all elected student committee positions.

Section 3. Appointed Members.

Appointed members of Student Senate shall have the same powers and duties as elected members. The Executive Board shall appoint students to all appointed positions for the standing committees listed in Article IV.

Section 4. Class Representatives.

Each of the four student classes shall elect one representative to be a member of the Student Senate. The four Class representatives, the Transfer representative, and the New Resources representative, and the International representative are charged with representing the views of their constituents and informing them about the ongoing work of the Student Senate. These representatives must hold at least three publicized meetings with their respective constituencies each academic semester. Only student members of each respective constituency may cast a vote for each representative position.

Section 5. Residential Representatives.

One Hall Council Representative shall be selected by each Hall Council to be a voting member of Student Senate. There shall be an Off-Campus representative that represents all Pitzer students who do not reside on the Pitzer campus, including students who are studying abroad.

Section 6. Standing Committees.

Both elected and appointed committee representatives shall serve as Student Senate's representatives to each of the college's standing committees.

Section 7. Environmental Senator.

The Environmental Senator shall be elected at the beginning of each academic year. The Environmental Senator is charged with representing the interests of environmental health and sustainability of the College, reporting on the environmental impact of the College, acting as a liaison between the EcoCenter and Student Senate, and participating in any College governance committees relating to sustainability.

Section 8. College Council Composition.

Student Senate shall make up no less than one third of the voting membership of College Council.

ARTICLE II. POWERS AND DUTIES.

Section 1. Student Senate Powers.

Pitzer College Student Senate has the power to:

- a. Recognize and fund student organizations.
- b. Create policies and advocate for their implementation.
- c. Represent student interests in official College functions.

Section 2. Senator Powers.

Student Senators have the power to:

- a. Participate as a full member of Student Senate meetings.
- b. Participate in their respective governance committees as full voting members.
- c. Participate as full voting members during College Council meetings.

Section 3. Student Senate Duties.

Pitzer College Student Senate has the duty to:

- a. Comply with and preserve this Constitution.
- b. Meet regularly and publicly.
- c. Address problems that face Pitzer students, facilitate discussion and implementation of solutions to those problems.

- d. Report its activities to students and the college regularly and publicly.
- e. Allocate money to student organizations and events pursuant to Article V.

Section 4. Senator Duties.

Student Senators have the following duties:

- a. To comply with and preserve this Constitution.
- b. To act as a liaison between Student Senate and their respective positions, committees, constituencies, or organizations.
- c. To truthfully and positively represent the College within the Pitzer community and beyond.
- d. To fulfill the duties of their specific posts.

ARTICLE III. MEETINGS.

Section 1. Full Senate Meetings.

Full Student Senate meetings shall be held each Sunday during the academic year in the Founder's Room at 6:30 p.m. Regular Senate meetings must not be held during official recesses in the academic calendar unless approved by Student Senate at least one week prior to such a meeting.

Section 2. Special Meetings.

Executive Board may call special or emergency meetings at its discretion.

Section 3. Quorum.

A simple majority of Members must be present in order for official Student Senate business to occur. Simple discussion may take place without quorum.

Section 4. Funding Notice.

When a motion deals with changing policy or with the expenditure of funds over \$400, that motion may only be voted on at a meeting after the one in which the motion was initially discussed. In cases of extreme necessity, a two thirds majority of Student Senate can approve funding over \$400 in one week.

Section 5. Attendance.

- a. The Executive Board shall define and publicize the requirements for an excused absence at the first Student Senate meeting of every academic semester.
- b. Any Student Senate member who accrues more than two unexcused absences per semester must immediately be replaced by a student appointed by the Executive Board unless a motion to preserve their membership is approved by a two thirds majority of Student Senate. The senator in question may not vote on this motion.
- c. A student appointed to such a vacated position shall serve until the next official election.

Section 6. Conduct.

The Student Senate meetings shall be conducted according to Robert's Rules of Order Revised.

ARTICLE IV. COMMITTEES.

The members of the Pitzer College Student Senate shall be comprised of the students who fulfill the following positions.

Part A. Executive Board

The members of the Student Senate Executive Board shall be Chair, Vice Chair, Treasurer, Communications Secretary and Secretary.

Section 1. Responsibilities.

The Executive Board shall have the following collective responsibilities:

- a. To actively organize, coordinate, and oversee the actions of Pitzer College Student Senate.
- b. To appoint applicants to appointed committee positions.
- c. To act as positive and truthful representatives of Pitzer College in every endeavor.
- d. To uphold and preserve the Constitution of the Student Senate.
- e. To make decisions on behalf of the Student Senate in cases of emergency.

Section 2. Powers and Duties.

The members of Executive Board shall have the following duties:

- a. Chair
 - i. To act as the official representative of the Pitzer Student Body.
 - ii. To convene and to preside over meetings of the Student Senate.
 - iii. To serve as chair of the Executive Board.
 - iv. To serve as the Pitzer College representative at the Claremont Colleges Executive Council.
 - v. To serve on the Board of Trustees Student Life Committee.
 - vi. To consult at least once a month with the Dean of Students.
 - vii. To create ad hoc committees.
- b. Vice Chair
 - i. To aid the Chair with their duties.
 - ii. To assume the duties of the Chair if the Chair is absent or unavailable.
 - iii. To assume the office of the Chair if is made vacant.
 - iv. To serve as a student representative on the Budgetary Implementation Committee, and the Trustee Budget and Audit Committee.
- c. Treasurer
 - i. To serve as chair of the Budgetary Subcommittee of the Student Senate.
 - i. Budgetary Committee shall be a standing committee of Student Senate.

- a. Composition
 - i. Treasurer (serves as chair)
 - ii. Each Class Representative
 - iii. New Resource Representative
- b. Functions
 - i. Reviews funding requests from student organizations
 - ii. Prepares and submits proposal for the allocation of the Student Activities Fees to student organizations.
 - iii. Collects and reviews midyear progress reports from all official student organizations funded by Student Senate. Reviews and presents budget requests from new student organizations to the Student Senate as they are submitted.
 - ii. To manage the Senate budget.
 - iii. To create and distribute a template for student budget requests each year.
 - iv. To electronically provide weekly Student Senate financial status reports to Student Senate and the Student Body.
- d. Communications Secretary
 - i. To communicate information about Student Senate activities to the Pitzer community.
 - ii. To keep an attendance record of all Student Senate meetings and meetings of the standing committees of Pitzer College.
 - iii. To maintain records of official Student Senate communications.
 - iv. To interact with the media regarding issues pertinent to Student Senate.
- e. Secretary
 - i. To record and promptly distribute minutes at Student Senate meetings.
 - ii. To distribute other needed materials for Student Senate meetings.
 - iii. To aid in the execution of Student Senate elections.
 - iv. To foster communication by organizing at least one meeting per semester with leaders of all student organizations.

Section 3. Limitations.

The Executive Board shall have the following conditions, limitations, and restrictions:

- a. At least three members of Executive Board must be present in order for Executive Board to perform any formal actions.
- b. Approval from at least three Executive Board members is required in order to perform formal actions.
- c. Executive Board members may not fill other College Governance Committee positions concurrent with their Executive Board tenure.
- d. The Executive Board shall not approve expenditures exceeding \$400.

Section 4. Succession.

- a. If the Chair becomes professionally incapacitated, the next available Executive Board member shall assume the position and duties of the Chair in the following order: Vice Chair, Communications Secretary, Treasurer, Secretary.
- b. The position vacated by the Acting Chair shall be temporarily filled by a student elected by Student Senate using secret ballots according to the principles of instant runoff voting.
- c. If any Executive Board member becomes professionally incapacitated, elections must be held to fill their position in no more than five weeks. The Acting Chair shall then yield all interim responsibilities to the newly elected Chair and return to their former post.

Part B. College Governance Committees

College Governance Committees are established policy-making bodies that may include faculty and staff members.

Section 1. Academic Planning Committee.

- a. Composition
 - i. Student representation on this committee shall consist of one elected position and two appointed positions.
- b. Functions
 - i. To consider or recommend changes in policies concerning academics, admissions and financial aid for the long-term life of the College.
 - ii. To recommend the reallocation of faculty positions to field groups when vacancies arise.
 - iii. To annually identify and announce the areas of curricular concern it sees as most important to address during the coming year, keeping in mind the educational objectives of the College as they affect students inside and outside of the classroom.
 - iv. To investigate the impact of admissions and financial aid policies on the composition of the student body.
 - v. To consider and recommend to FEC new field group proposals.
 - vi. To consider and recommend to Curriculum Committee new proposed concentrations, clusters and special programs.
 - vii. To consider and recommend to College Council the allocation and description of multi-year positions within the context of long-term planning.
 - viii. To promote a closer relationship between Special Programs, the PACE Program and the mainstream academic life of the College.
 - ix. To consult with FEC with regard to all proposals relating to the allocation of existing or new space that may affect the academic life of the College. Such proposals will require the approval of both APC and FEC for recommendation to College Council.

Section 2. Academic Standards.

- a. Composition
 - i. Student representation on this committee shall consist of three appointed positions.
- b. Functions
 - i. To review and act on all student petitions for exceptions to College academic regulations.
 - ii. To review current policies and make recommendations to the College Council for any changes.
 - iii. To place students on academic contract or expel students for academic deficiencies.
 - iv. To consider the applications of students who have withdrawn or who have been dismissed from the College for academic reasons and seek to be readmitted.
 - v. To consider cases of special students who seek change of status to regular students in consultation with the Office of Admissions.
 - vi. To audit admission cases which fall outside the guidelines regularly used by the office of Admissions, and act on recommendations of that Office.
 - vii. To consider exceptions to the regular policies regarding financial aid, and act on recommendations from the Office of Financial Aid.
 - viii. To review all senior students for having met the requirements for graduation and honors and recommend appropriate students to the Faculty for graduation and honors.

Section 3. Aesthetics Committee.

- a. Composition
 - i. Student representation on this committee shall consist of four elected positions.
- b. Functions
 - i. To receive for review and possible approval unsolicited proposals for the installation of paintings, murals, sculptures, or hung pieces of art from students, faculty, staff, alumni and other persons or groups that are in any way affiliated with the campus.
 - ii. To entertain proposals for one or more pieces of outside campus art each academic year and plan a campus-wide event in connection with the creation and installation of the artwork. These pieces may be displayed for a short time and removed, or may become more durable features of the Pitzer landscape. The committee, in consultation with the artists, would indicate the expected duration of the installation based upon established guidelines.
 - iii. To establish and publish procedures in the Outdoor Art Policy for receiving and reviewing unsolicited proposals for campus art and procedures for soliciting campus art, and will inform the applicant of campus resources such

as the Campus Life Committee, Art Collective, Research and Awards Committee, Student Senate, etcetera, as appropriate.

- iv. To establish procedures for determining the duration of the installation of campus art
- v. To resolve issues of on-campus art ownership, maintenance, and storage.
- vi. To encourage art and creativity on campus.

Section 4. Appointments, Promotion, and Tenure Committee.

a. Composition

- i. Student representation on this committee shall consist of one appointed junior position and one appointed senior position.
- ii. Each appointed student shall serve a two-year term.
- iii. Each year, the Executive Board shall appoint one rising junior to replace the committee's outgoing senior.

b. Functions

- i. To make recommendations and advise the President in matters of faculty appointment, contract renewal, promotion, granting of tenure, and periodic reviews of tenured faculty.

Section 5. Budgetary Implementation Committee.

a. Composition

- i. Student representation on this committee shall consist of the Student Senate Vice Chair.

b. Functions

- i. To form the yearly College budget within the context of multi-year budgets.
- ii. To make recommendations to the President of the College concerning the budgeting implementation of institutional plans and programs.
- iii. To review the budgetary guidelines including enrollment targets, faculty and staff compensation and fringe benefit packages, inflation and the allocation of financial aid, investment and gift income expectations, for the current academic year and recommend guidelines for the coming academic year to the Faculty Executive Committee for approval.
- iv. To deal with specific problems concerning any major changes in budgetary guidelines.
- v. To solicit and review requests for program improvements.
- vi. To consult with the Executive Committee regarding the financial feasibility of proposed major capital projects and plans for implementation of such projects.

Section 6. Campus Life Committee.

a. Composition

- i. Student representation on this committee shall consist of three appointed positions and two elected positions.
- b. Functions
 - i. To promote and support close faculty-student relationships and the involvement of alumni in the life of the College.
 - ii. To oversee issues of space development, allocation and utilization in residential areas, as well as in the Gold Student Center.
 - iii. To provide oversight of policies that lie at the intersection of space utilization and programming.
 - iv. To solicit proposals from all segments of the Pitzer Community and to promote space enhancement projects that foster development of the campus intellectual community.
 - v. To allocate the Salathe, Forum, and Printed Word Funds and make annual recommendations of appropriate speakers for the Atherton and Durfee funds.
 - vi. To allocate available funds for special events such as lectures, films, conferences and concerts.
 - vii. To exercise oversight of the utilization of other planning funds. The latter will be used explicitly to promote and sustain programs and projects that foster the development of a social and intellectual community at the College.
 - viii. To review, approve and support the orientation program for new students.

Section 7. Curriculum Committee

- a. Composition
 - i. Student representation on this committee shall consist of two appointed positions.
- b. Functions
 - i. To recommend to College Council the following items: the annual curriculum, new courses, new titles/numbers/descriptions for previously given courses, proposed changes in major, minor, and special program requirements, proposals from the Academic Planning Committee for new majors and special programs, proposals from field groups for new minors, proposals from External Studies Committee regarding policies relating to external studies programs and new external studies programs, policies regarding independent studies, intercollegiate proposals for new curricular development, and special majors.
 - ii. To recommend to the Faculty Executive Committee the allocation of sabbatical and leave replacement positions as well as the allocation of temporary positions which arise periodically because of the availability of funds.
 - iii. To review the proposed annual curriculum and, when necessary, recommend to Field Groups changes with respect to: the availability of courses for First-Year Students, the availability of courses for New Resources students, the availability of courses required for majors and special programs, the distribution of courses by class hours and between semesters.

- iv. To serve as an appeals body to review contested decisions made by the External Studies Committee relating to the acceptance of students for the External Studies program.

Section 8. Diversity Committee.

a. Composition

- i. Student representation on this committee shall consist of one elected and two appointed positions.

b. Functions

- i. To assist the College in meeting its affirmative action goals in faculty recruitment and hiring.
- ii. To assist in the process of attracting minority students to the College.
- iii. To assist in promoting increased curricular attention to minority issues and in ensuring a community environment which welcomes and values diverse perspectives and individuals of diverse backgrounds.
- iv. To submit policy recommendations regarding minority concerns to College Council or other appropriate channels.
- v. To serve as the search committee for the College's Junior Scholar program.

Section 9. External Studies Committee.

a. Composition

- i. Student representation on this committee shall consist of two appointed positions and one elected position.

b. Functions

- i. To recommend guidelines regarding student participation in external studies programs to the Curriculum Committee.
- ii. To select and recommend the approval of external studies programs to the Curriculum Committee.
- iii. To solicit applications, interview students and select students for the participation in approved programs, with the Curriculum Committee acting as an appeal body.
- iv. To recommend to the Academic Planning Committee long-term policy changes affecting the External Studies department.

Section 10. Faculty Executive Committee.

a. Composition

- i. Student representation on this committee shall consist of one senior appointed position and one junior appointed position.

b. Functions

- i. To make recommendations and advise the President on the following items: faculty committee appointments, matters of faculty leaves of absence, areas of College policy of unclear jurisdiction

- ii. To make recommendations to the College Council meeting concerning the establishment of standing committees, the constitution of their membership and their powers.
- iii. To act on behalf of College Council if circumstances require an immediate action.

Section 11. Social Activities Committee.

a. Composition

- i. Leadership of the Social Activities Committee (“SAC”) shall consist of one student Representative and one student Chair. The same student may fill both positions. The SAC Representative shall be elected by SAC members each fall for the same academic year. The SAC Chair shall be elected by SAC members each spring for the following academic year.
- ii. Regular membership consists of current Pitzer students who attend at least two SAC meetings.

b. Functions

- i. The SAC Representative shall serve as the official delegate to the 5 College Social Activities Committee, shall serve as the official representative of student social life on Student Senate, and shall inform the student body about Pitzer and 5 College social events at least once per week.
- ii. The SAC Chair shall chair and coordinate all regular SAC meetings, and coordinate SAC social events.
- iii. The members of the Student Activities Committee must sponsor at least two major social events per academic semester.

Part C. Non-Representative Committees

Non-representative committees are governance organizations that do not employ a Student Senate representative.

Section 1. Teaching and Learning Committee.

a. Composition

- i. Student participation on this committee shall consist of up to three students recommended by the Student Senate Executive Board and approved by the pre-existing members of the Committee.

b. Functions

- i. To develop opportunities for conversation and reflection among faculty, students, and staff around topics of teaching and learning.
- ii. To facilitate the creation of a culture of critical reflection on teaching and learning by responding to the needs expressed by all constituencies of the college.
- iii. To support ongoing communication throughout the campus community about issues related to teaching and learning.
- iv. To bring a higher level of understanding, deeper reflection, and renewed purpose in becoming responsible global citizens.

Section 2. Judicial Council.

a. Composition

- i. Student representation on this committee shall consist of five elected student positions.
- ii. The election process of judicial council members shall remain under the care of Student Senate.
- iii. Judicial council shall not be required to attend Senate meetings nor should they report to Student Senate on Judicial Council cases.
- iv. Judicial council members may run for and apply for any other positions on Student Senate except for Executive Board positions.

b. Functions

- i. Judicial Council members shall participate in official hearings when called upon by the Dean of Students pursuant to the Pitzer College student handbook and Bylaws of Faculty, Staff, and Student Governance.

Section 3. Student Alumni Relations Committee.

a. Composition

- i. Student participation on this committee shall consist of up to two students recommended by the Student Senate Executive Board and approved by the pre-existing members of the Committee. Committee members may run for and apply for any other positions on Student Senate.

b. Functions

- i. To maintain a positive relationship between students and alumni.
- ii. This section shall be effective for the Fall 2009 semester onward.

Section 4. Office of Student Affairs Advisory Committee.

a. Composition

- i. Student participation on this committee shall consist of up to two students recommended by the Student Senate Executive Board and approved by the pre-existing members of the Committee.
- ii. Committee members may run for and apply for any other positions on Student Senate.

b. Functions

- i. To assist the Office of Student Affairs (“OSA”) in addressing student needs and concerns.
- ii. To discuss, implement, and improve policies and services provided by or related to the Office of Student Affairs.

ARTICLE V. FINANCE.

Section 1. Student Activities Fees.

The budget of Pitzer College Student Senate shall include the Student Activities Fees paid by enrolled students of Pitzer College.

Section 2. Funding.

- a. Student Senate is responsible for funding all recognized student organizations.
- b. Student Senate may fund appropriate College-based activities and events that enrich student life.
- c. Student Senate is responsible for establishing and enforcing stipulations regarding the use of its funds.
- d. Upon the Budgetary Committee's recommendation, Student Senate may rescind funding from any student organization or event that has failed to demonstrate compliance with Student Senate's funding directives.

Section 3. Budgetary Bylaws.

The Treasurer must maintain and publicize Budgetary Bylaws that specify the guidelines, requirements, and limitations for recognition, funding, allocation by Student Senate and student organizations. The Budgetary Bylaws may be amended by two thirds approval from Student Senate.

Section 4. Yearly Budget.

Student Senate must approve a *pro forma* budget for the following academic year no earlier than 6 weeks before the last day of the spring academic semester and no later than 3 weeks before the last day of the spring academic semester. The yearly budget must include substantive discussion during at least two Student Senate regular meetings.

ARTICLE VI. STUDENT ORGANIZATIONS.

Section 1. Recognition.

Student Senate has the sole power to officially recognize student organizations and the sole power to revoke official recognition. The Treasurer must maintain and publicize Budgetary Bylaws that specify the guidelines, requirements, and limitations for recognition, funding, allocation by Student Senate and student organizations. The Treasurer shall maintain a public list of all officially recognized student organizations.

Section 2. Organization Funding.

Student Senate has the power to fund recognized Pitzer student organizations.

Section 3. Student Organization Powers.

Recognized Student Organizations enjoy the following privileges:

- a. Use of available Pitzer College facilities, including the Pitzer College Room Reservation system.
- b. Eligibility for official assistance from the Office of Student Affairs and the Office of Public Relations.
- c. The ability to officially and publicly associate itself with Pitzer College.

Section 4. Student Organization Duties.

In order to maintain official recognition or funding, all Student Organizations must:

- a. Hold and publicize meetings at least once per month.
- b. Supply the Student Senate Executive Board with the organization's meeting time and place, mission statement, club charter or constitution, officer list, and website.
- c. Maintain an organization website containing the organization's meeting time and place, mission statement, club charter or constitution, and officer list.
- d. Record meeting minutes in accordance with guidelines set by Student Senate.
- e. Distribute aforementioned meeting minutes on the appropriate Pitzer College student list-serv.

ARTICLE VII. ELECTIONS.

Section 1. Jurisdiction.

The Student Senate bears sole responsibility for coordinating and conducting its elections. The Communications Secretary shall coordinate and oversee all Student Senate elections. Specific guidelines for Student Senate elections shall be made publicly available at least one week before candidate applications are made available.

Section 2. Eligibility.

- a. Any currently enrolled Pitzer College student is eligible to run for a position in a Student Senate election given that they are able to complete the term of the position as an enrolled student at Pitzer College, while attending classes on the Claremont campuses.
- b. A sitting Senator may not vacate their position to run for another position unless they obtain prior approval by the Executive Board or Student Senate.

Section 3. Applications.

- a. Applications are required of every Student Senate candidate.
- b. The Student Senate Communications Secretary shall create the applications.
- c. There shall be a five day minimum for candidates of the elected positions to submit their application to run for an elected position.
- d. Elections must be held within five days after the close of the applications period.

Section 4. General Elections.

- a. General Elections for the upcoming school year shall be held no earlier than 6 weeks before the last day of the spring academic semester and no later than 3 weeks before the last day of the spring academic semester.
- b. Elections to fill vacant positions for the current school year must be held no later than three weeks after the first day of the fall academic semester.

Section 5. Election Guidelines.

- a. Votes must be cast by secret ballot conducted according to the following directives:
 - i. Voters rank candidates in order of preference. Ballots shall instruct voters to rank their preferences, with "1" indicating their first choice. Voters may rank as many or as few candidates as they wish, with lower rankings never counting against higher rankings.
 - ii. Once the voting period has expired, first choices shall be tabulated. If a candidate receives a majority (defined as more than half of the total votes cast) of first choices, they are elected.
 - iii. If no candidate receives a majority of first choices, the candidate receiving the fewest first choice rankings is eliminated. Ballots cast for the eliminated candidate shall then be counted toward those voters' second choices.
 - d. This process shall continue until one candidate receives a majority and is elected.
- b. No candidate in a contested Student Senate election may participate in the organization or voting process of the elections.
- c. Elections must adhere to the principles of instant runoff voting.
- d. The Communications Secretary must submit election guidelines to Student Senate for approval before the beginning of the elections period.

Section 6. Time Requirements.

- a. Voting must be held open to all currently enrolled Pitzer College students for two days with a minimum total of six hours.

Section 7. Results.

- a. At least three members of the Executive Board must be present while the ballots are counted.
- b. Unofficial results should be publicly announced via email within three weekdays after an election.
- c. Vote totals must be privately released to the candidates participating in each respective race at least three days before official results are released.
- d. Races won by a margin of less than ten percent shall be noted in the unofficial results.
- e. Official results shall be made public no more than three business days after the unofficial results have been released unless delayed or contested.
- f. The Communications Secretary must release the vote total of any election upon the request of any current Pitzer College student, faculty member, or staff member.

Section 8. Recount.

Any candidate in an opposed contest may request a recount of the ballots. Only one recount per position can occur can be declared in each election. The recount can be watched over by any of the candidates for the race in question.

Section 9. Tie Breaking.

In the event of a tie between the top two candidates in an election, a special election voted on by Student Senate shall occur with the following conditions:

- a. If any candidate in the special election is a member of Student Senate at the time of the election they may not vote in the special election.
- b. If both candidates are physically able to address the Student Senate body before the vote, they must both do so.
- c. If both candidates are not physically able to address the Student Senate body before the vote, they may both submit statements to be read aloud during the Senate meeting and have at most two people make verbal statements to the Student Senate body before the vote.
- d. Specific guidelines regarding the aforementioned conditions must be submitted by the Communications Secretary for approval by Student Senate

ARTICLE VIII. SENATOR WITHDRAWAL.

PART A. RECALL.

Section 1. Eligibility.

Any Student Senate member may be recalled from office on grounds of professional misconduct or negligence, seriously unethical or immoral behavior unbecoming of a representative of Pitzer College, or failure to actively and accurately represent their constituency.

Section 2. Recall Petition.

- a. Any enrolled Pitzer student can activate a recall process by compiling a petition signed by ten percent of the Pitzer College Student Body and presenting the petition to the full Student Senate.
- b. Any Student Senator can activate a recall process by submitting to Student Senate a written motion specifying the senator in question and the basic grounds for their recall.

Section 3. Procedure.

The Chair must recognize any properly activated recall request. If the Chair is the subject of the recall request, they must surrender the gavel to the Vice Chair during the discussion of recall. The Presiding Officer must allow an organized discussion about

the validity of the recall for at least ten minutes. Student Senate must vote on the recall during a Student Senate meeting using secret ballots.

Section 4. Voting Requirement.

A recall requires two thirds approval from Student Senate.

PART B. RESIGNATION.

Section 1. Resignation.

Any member of Student Senate wishing to resign his or her position must submit a written Petition for Resignation to the Senate Secretary. In said Petition the Senator must include his or her name, Student Senate position, a description of his or her reason for resigning, and must state the date at which the resignation will take effect. The date any resignation may take effect may be no earlier than one week and no later than three weeks after the written resignation is submitted.

Section 2. Committee Notice.

If the Executive Board accepts a Senator's resignation, that Senator must submit a letter of resignation to his or her committee stating a reason for resignation and the date after which the resignation shall apply.

Section 3. Public Notice.

The Communications Secretary must inform Student Senate and the Pitzer College student body of the resignation at the next full Student Senate meeting, or within three days of the resignation, whichever occurs first.

ARTICLE IX. CONSTITUTIONAL AMENDMENT.

Section 1. Notice.

Amendments must be discussed during at least two separate full Student Senate Meetings. Proposed amendments must be distributed to each member of Student Senate at least 36 hours before official discussion and proposal.

Section 2. Voting Requirement.

Any constitutional amendment must be approved at a regular Student Senate meeting by an affirmative vote of two thirds of all Senators.

Section 3. Student Body Ratification.

Once approved by Student Senate, the amendment must be brought to the student body within two weeks through an election pursuant to Article VIII, Sections 1, 5, 6, and 7. If the amendment is approved by Student Senate less than two weeks before the end of the academic semester, the amendment must be brought to the student body

before the end of the semester unless otherwise specified by a two thirds majority of Student Senate.

ARTICLE X. CONSTITUTIONAL SUSPENSION.

Section 1. Purpose.

The tool of specified constitutional suspension should be used only in situations where unusual circumstances or procedural or structural failures unduly restrict the will of the Student Senate. Motions for constitutional suspension must be consistent with the values and functions detailed in the Preamble of this Constitution.

Section 2. Call for Quorum.

In order for a motion of suspension to be recognized, quorum must be called.

Section 3. Quorum.

Quorum for this motion is established at two thirds of the full student senate body.

Section 4. Voting Standard.

Two thirds of present Student Senate members must approve the suspension.

Section 5. Specification.

Any motion to suspend the Constitution must include:

- a. The exact Articles or Sections of the document to be affected.
- b. The specific period of time or duration for which the motion shall take effect, up to 48 hours.

Section 6. Limitations.

- a. Article VIII may not be suspended during an election period.
- b. A motion to suspend Article X requires explicit approval from The President of Pitzer College or at least one Dean of Students.