

Student Council

Bellevue College Governance

Bylaws

[Bellevue College Logo]

Bellevue College
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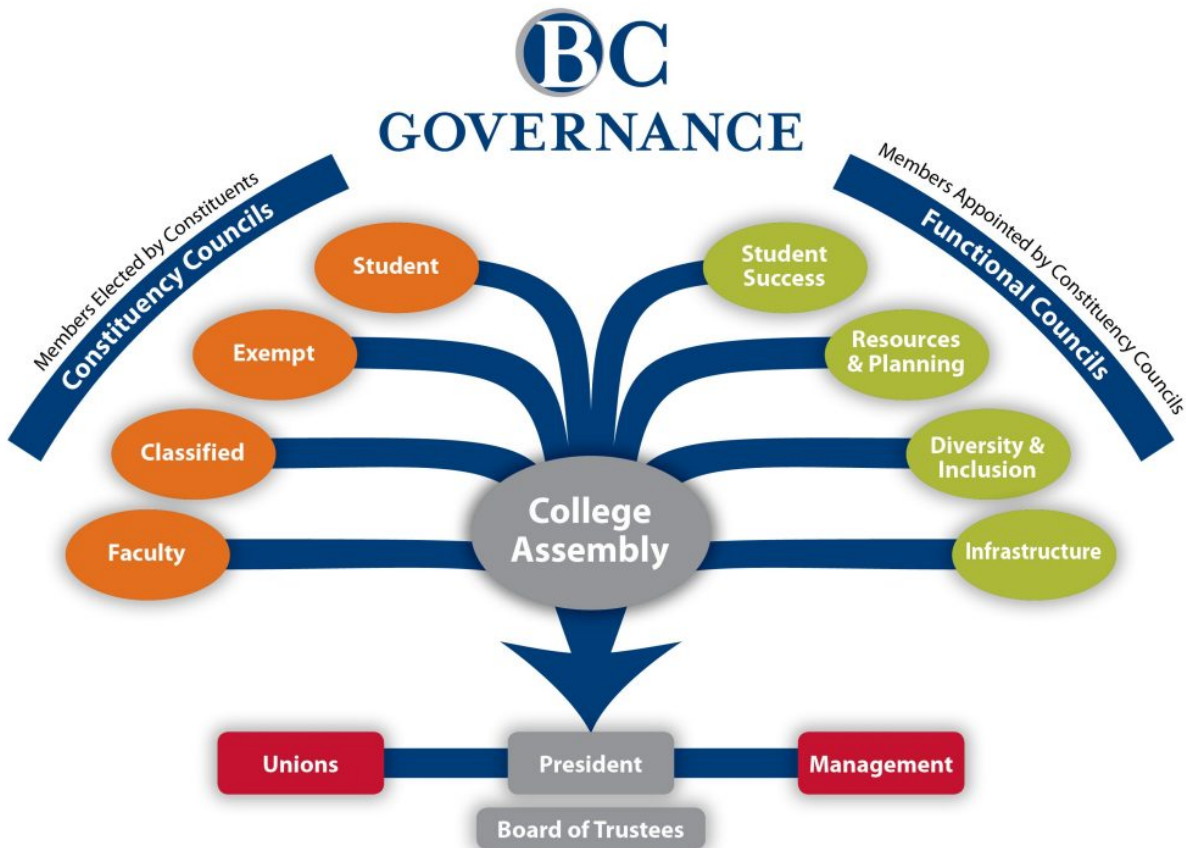
COMMUNITY COLLEGE DISTRICT VIII

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Mission Statement

The Student Council is one of the constituency councils that represents the student body in the Bellevue College Governance system. The Student council is overseen by the Associated Student Government as stipulated in the ASG Constitution. The council's primary role is to provide a forum for students to participate in BC decision-making. The SC achieves this by forming consensus for matters including, but not limited to, policies and procedures, strategic planning, and issues of college-wide concern. The SC ensures that its standing committees, as identified in the BCG Charter, operate appropriately throughout decision-making processes.



Article I: Membership & Responsibilities

1.1 Positions

The Student Council shall consist of:

- I. One SC Chair (Stipulated in ASG Bylaws Article III § 1.2)
- II. _____ students (Stipulated in the BCG Governance Charter Article I § 1)
- III. One (1) Nonvoting resource liaison: Assistant Dean of Student Programs or designee. (Stipulated in the BCG Governance Charter Article I § 1).

1.2 Membership & Vacancies

The process for membership and filling vacancies on the Student Council is stipulated in the ASG Bylaws Article III § 1. In the event of vacant positions due to lack of student participation, resignation, removal, or recall, the ASG Board of Directors will serve as SC Officers.

1.3 Responsibilities of SC Officers

The responsibilities of SC Officers are to be delegated by the SC Chair in accordance with the BCG Charter, ASG Bylaws, and ASG Constitution with greater respect to relevant state and federal policies.

1.4 Resource Liaison

The SC is supported by a nonvoting resource liaison who provides information, advises on scope and potential conflicts, and facilitates communication. Resource liaisons are obligated to communicate information related to their areas of responsibility to the SC and provide advice on college-wide matters, as appropriate.

Article II: Meetings

- I. The SC will conduct regularly scheduled meetings at least one time per month during fall, winter, and spring quarters. The SC Chair will be available during summer quarter to address significant or time-sensitive college matters.
- II. The suggested meeting dates for the SC will be the second and fourth Monday of the month. The time and place of the meeting will be set by the membership.
- III. All meeting materials, including but not limited to meeting times and locations, agendas, and minutes, will be posted on the governance webpage.
- IV. Agendas for each meeting will be posted at least three business days in advance of the meeting.
- V. Special meetings of the SC will be called in accordance with the ASG bylaws Article II § 1.4.
- VI. A quorum to conduct business will be determined by the ASG bylaws Article II § 1.2.
- VII. Draft minutes will be published no later than five business days after any meeting. Minutes will be posted no later than five business days following their approval. Minutes will be posted on the governance webpage, maintained online for at least three years and then archived.
- VIII. The minutes will be composed of a summary of discussions and a verbatim listing of all motions with presenter, second, and result. A summary of the level of consensus for each motion, recommendation, or input statement will be recorded anonymously. The views of dissenting members will be included

in the minutes. Members have the option of submitting their comments anonymously.

- IX. All SC business will be conducted in accordance with the Bellevue College Affirmation of Inclusion. Robust discussion, including productive dissent, is encouraged by all members.
- X. At the beginning of each SC meeting, there will be a ten-minute period available for open comments. Time will be allotted based on the number of speakers. Speakers will receive a minimum of two minutes allocated on the basis of written requests submitted before the meeting. The SC chair has the option to allow comments submitted on the day of the meeting, to extend the open comment period, or to limit non-constituency comments.
- XI. Any member or non-member of the SC may request time on the agenda from the chair with advance notice of three business days.
- XII. An excused absence may be granted to a member by the SC chair.
- XIII. A SC member shall be removed after more than three unexcused absences from regularly scheduled meetings of the SC within an academic year.
- XIV. A SC member may be recalled for reasons other than attendance by a two-thirds majority vote of the remaining members or through the provisions of the ASG bylaws.

Article III: Committees

- I. The SC may create BCG task forces as needed and recommend the creation or dissolution of BCG standing committees.
- II. BCG standing committees are permanent committees of the SC and are empowered to review and act on issues related to their charge, as described in the BCG Committee Book. Standing committee members will have defined terms and limits.
- III. A BCG task force is established to deal with a specific task or group of closely related tasks for a specific time; it is dissolved once the task has been completed.
- IV. Membership and operations for existing councils and committees during the inaugural year will be conducted according to the First Year Guidelines found in the BC Governance Handbook.

Article IV: Appointments

- I. The SC will appoint members to the functional councils. These appointments will be drawn from the student population following a process to be determined by the ASG.
- II. The SC will appoint members to standing committees, in consultation with the committee chair and in accordance with the committee bylaws. These appointments will be drawn from the student population.

Article V: Recommendations & Communication

- I. The SC, through the chair, may make recommendations concerning policies and procedures affecting students to the Assembly. All recommendations will receive consideration and written response by the Assembly, after which the SC may either amend and resubmit the recommendation to the Assembly or may forward the recommendation to the president.
- II. The SC, through the chair, may make written referrals to other councils or units of the college.
- III. The SC, through the chair, may communicate opinions on issues to the college community.
Opinions will be considered as input rather than formal recommendations and do not require formal response.
- IV. The SC, through the chair, must respond formally, in writing, to all issues, inquiries, and recommendation referred to the SC from other councils within a reasonable amount of time.
- V. The SC will base its recommendations on the degree of consensus reached for any matter. Consensus does not require unanimity. Members may register one of the four levels of consensus after adequate discussion and interim polling, as needed.

Level one: Yes, I can easily accept the decision or action.

Level two: Yes, I can accept the decision or action, but it may not be my preference.

Level three: Yes, I accept the will of the group, but I don't necessarily

agree with the decision or action.

Level four: No, I cannot accept the decision or action.

- VI. A consensus is reached when all voting members are at or above level three as defined above. If consensus cannot be reached after two meetings or if the chair determines that consensus is not possible and further discussion would jeopardise SC timelines, the consensus level of each voting member will be recorded. The motion is considered passed if a majority of the quorum are at consensus level three or above. Any voting members at level four may anonymously forward a minority report along with the recommendation.

Article VI: Amending the Bylaws

- I. The process for amending the bylaws of the SC is referenced in Article VI, § B.1 of the BCG Charter.
- II. After the SC is notified of a proposed amendment to the bylaws, the proposed amendment will be posted on the governance webpage and distributed to all students electronically.
- III. The SC will undertake a biannual review of its bylaws.