



**WARREN COLLEGE STUDENT COUNCIL
OF THE
UNIVERSITY OF CALIFORNIA, SAN DIEGO**

CONSTITUTION

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ARTICLE I

ESTABLISHMENT

Section 1 | Name

The name of this organization shall be the Warren College Student Body, hereinafter referred to as WCSB; the primary representative body for the Warren College Student Body shall be the Warren College Student Council, hereinafter referred to as “the Council.”

Section 2 | Mission & Purpose

The Warren College Student Council shall represent the interests and opinions of Warren students on college, university, and related matters; provide representatives to campus-wide and college-wide committees as needed; provide for the existence of Warren College Student Organizations; and establish an Events Board to coordinate programs that benefit the Warren College community.

Section 3 | Membership

All undergraduate students enrolled at Earl Warren College of the University of California, San Diego shall be members of the Warren College Student Body.

Section 4 | Eligibility

- A. In order to assume or remain in any position in the Warren College Student Council, a person must:
 - a. Be a member of the Warren College Student Body and have paid the mandatory student fees.
 - b. Be in good academic standing with the University.
 - c. Not be in violation of sections of the Student Code of Conduct, as specified in the Bylaws.
- B. A person may be deemed ineligible to hold office pursuant to this section solely by the Judicial Board.

Section 5 | Distribution of Powers

- A. The Warren College Student Council shall be organized into three divisions:
 - a. The Council, which shall act as the legislative branch.
 - b. The Executive Board, which shall act as the executive branch.
 - c. The Judicial Board, which shall act as the judicial branch.
- B. No person or group of persons in any of these divisions shall exercise power belonging to another branch, except as outlined in this Constitution.

Section 6 | Advisors

The Dean of Student Affairs, Assistant Dean of Student Affairs, and Coordinator of Student Activities shall serve as advisors to the Warren College Student Council. In the event of staffing changes or scheduling conflicts, the advisors may be temporarily changed for the remainder of the academic year the change occurs.

Section 7 | Constitutional Supremacy

The Warren College Student Council shall ultimately be governed by the Constitution, which shall supersede any other bylaws concerning the Warren College Student Council. Any rule or legislation made pursuant to this Constitution that conflicts with the same shall be null and void.

ARTICLE II

LEGISLATIVE BRANCH

Section 1 | Establishment

The legislative authority of the Warren College Student Council shall be vested in the Council, which shall work to promote the welfare, needs, and interests of the Warren College Student Body.

Section 2 | Composition

The membership of the Council, with the exception of the President who shall only vote in the case of a tie, and with the exception of other members specified as non-voting members, shall have the power to vote unless serving as the meeting chair, in which case they may only vote in the case of a tie, and shall include:

- a. President
- b. Vice President Internal
- c. Vice President External
- d. Secretary
- e. Finance Director
- f. Events Board Chair
- g. Director of Student Organizations
- h. Associated Students Senators (2)
- i. Director of Academic Affairs
- j. Director of Public Relations
- k. Out-of-State Student At-Large
- l. International Student At-Large
- m. Residential Student At-Large
- n. Commuter Student At-Large
- o. Transfer Student At-Large (2)
 - i. one shall be a continuing transfer student elected during the Spring Quarter elections
 - ii. one shall be an incoming transfer student appointed by the third week of Fall Quarter
- p. First Year Student At-Large (2)
 - i. incoming, non transfer first year students appointed by the third week of Fall Quarter
- q. First Generation Student At-Large
- r. Basic Needs Advocate
- s. Diversity Advocate
- t. Sustainability Advocate
- u. Civic Engagement Advocate
- v. Health and Well-Being Advocate
- w. Director of Concerts and Festivals
- x. Director of Spirit

- y. Director of Transfer and Commuter Affairs
- z. Warren Resident Assistant Representative
- aa. Warren Representatives to External Committees (ex-officio, non voting members)
- bb. Warren College Dean of Student Affairs (ex-officio, non voting member)
- cc. Warren College Assistant Dean of Student Affairs (ex-officio, non voting member)

Section 3 | Election and Appointment

The President, Vice President Internal, Vice President External, Secretary, Finance Director, Events Board Chair, two Associated Students Senators, Out-of-State Student At-Large, International Student At-Large, and continuing Transfer Student At-Large shall be elected annually at-large by the WCSB to a term of office that shall begin after all business has been completed during the meeting fifth week of Spring Quarter or at noon on Friday of fifth week of Spring Quarter, whichever is earlier, and extend for one academic year. The Director of Academic Affairs, Director of Public Relations, Basic Needs Advocate, Diversity Advocate, Sustainability Advocate, Civic Engagement Advocate, incoming Transfer Student At-Large, First-Year Student At-Large, First Generation Student At-Large, Residential Student At-Large, Commuter Student At-Large, and remaining members listed in that section shall be appointed in an open, fair, and even handed manner prescribed by WCSC to a term of one academic year by the third week of Fall Quarter.

Section 4 | Vacancies

In the event of a vacancy in the membership of the Warren College Student Council, except for voting members of the Executive Board, an Appointments Committee shall appoint a replacement for the remainder of the term with the advice and consent of the Warren College Student Council Council.

- A. The Vice President Internal and Vice President External shall be responsible for opening applications for a permanent replacement for any vacant positions;
 - a. The Vice President Internal shall be responsible for opening applications for voting positions, as described in Section 2 and in the Bylaws
 - b. The Vice President External shall be responsible for opening applications for non-voting positions, as described in Section 2 and in the Bylaws
- B. An individual that was previously removed from office in the same term may not be appointed;
- C. The replacement may be appointed on a permanent basis by a majority vote of the Council;
- D. If there is no more than one-third of the original term left in the term for a vacant position, the Warren College Student Council may vote to leave the position vacant for the remainder of the term;
- E. This section shall not apply to interim replacements, which the President may make for up to twenty-five academic days, provided, however, that this power may only be used once per vacancy.

Section 5 | Duties and Powers

- A. The Warren College Student Council shall have the power to:
 - a. Represent the interests and opinions of Earl Warren College undergraduate students;
 - b. Control all Warren College Student Council funds and allocate those funds as they see fit;
 - c. Write and maintain rules, policies, and procedures of the Warren College Student Council;
 - d. Establish any number of non-voting positions on the Warren College Student Council and the process for their selection;
 - i. In no case shall the term of office of any appointee exceed one academic year

- e. Have the authority to make any legislation that is for carrying into execution the foregoing powers and all other powers vested by this Constitution in the Warren College Student Council or in any member or officer thereof.
 - f. Delegate or revoke delegation of any of the aforementioned powers to other entities.
- B. The members of the Warren College Student Council shall be required to:
- a. Represent the needs and concerns of the communities that they are charged with representing and advocating for;
 - b. Engage with the communities that they are charged with representing and advocating for;
 - c. Give regular updates to the Warren College Student Council on progress made on projects and feedback from the communities they are charged with representing and advocating for;
 - d. Complete projects benefiting the communities that they are charged with representing and advocating for, as outlined in the Bylaws;
 - e. Attend meetings of campus-wide and college-wide committees, as outlined in the Bylaws;
 - f. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.

Section 6 | Limitations

No person shall simultaneously hold more than one voting position on the Warren College Student Council. The Warren College Student Council may, by a three-fourths vote of the entire voting membership, allow for a person to hold two voting positions on the Warren College Student Council, provided that they shall have, and be counted for, only one vote.

Section 7 | Meetings

- a. The Warren College Student Council shall hold regular meetings weekly during the academic year at a time prescribed by the Bylaws. The Council may, by a majority vote, cancel a regular meeting.
- b. The Warren College Student Council may hold a special meeting if called by the President or by a petition presented to the Vice President Internal containing the signatures of a majority of the voting membership of the Warren College Student Council.
- c. A majority of the voting membership of Warren College Student Council shall constitute quorum.
- d. All meetings of the Warren College Student Council shall be open to the public, except when dealing with matters of personnel and/or membership matters, existing or anticipated litigation, threat to public services or facilities, investments, real property negotiations, or a business item that if discussed in public would bring harm to an individual or group of people.

Section 8 | Committees

The Warren College Student Council shall have at least four Standing Committees:

- a. Internal Committee, which shall be chaired by the Vice President Internal and consist of members per the Bylaws.
- b. External Committee, which shall be chaired by the Vice President External and consist of members per the Bylaws.
- c. Rules Committee, which shall be chaired by the Vice President Internal and consist of members per the Bylaws.
- d. Finance Committee, which shall be chaired by the Finance Director and consist of members per the Bylaws.

Section 9 | Parliamentary Authority

- a. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Warren College Student Council in all cases to which they are applicable and in which they are not inconsistent with this Constitution and any other rules the Warren College Student Council adopts.
- b. Unless otherwise provided for in the Constitution or Bylaws, the Warren College Student Council shall take action by a majority vote, defined as a simple majority of those voting "yes" or "no".
- c. Unless otherwise provided for in the Constitution or Bylaws, a two-thirds vote shall be defined as a two-thirds vote of those voting "yes" or "no".

ARTICLE III

EXECUTIVE BRANCH

Section 1 | Establishment

The executive authority of the Warren College Student Council shall be vested in the Executive Board, which shall work collectively to direct the Warren College Student Council's advocacy priorities, campus and college engagement, internal affairs, finances, and additional powers granted by this Constitution and the Bylaws.

Section 2 | Composition

The membership of the Executive Board of the Warren College Student Council shall include:

- A. President
- B. Vice President Internal
- C. Vice President External
- D. Secretary
- E. Finance Director
- F. Events Board Chair
- G. Director of Student Organizations

Section 3 | Vacancies

In the event of a vacancy occurring for a voting member of the Executive Board before the end of the normal term, the nomination for replacement shall be made in accordance with the Bylaws. The Warren College Student Council shall consider such nominations and shall, by a two-thirds vote, appoint a replacement.

- A. A person filling a vacancy shall serve for the remainder of the regular term.
- B. When a vacancy occurs for a voting member of the Executive Board, except for President, the highest ranked willing and eligible person on the Active Order of Succession shall assume acting office and exercise the powers and duties of that office, until such time as a replacement is selected or elected.
 - a. If a majority of the Warren College Student Council objects to the tenure of the acting officer, the next highest ranked willing and eligible person shall assume acting office.
 - b. If there are no willing and eligible successors who have not been objected to by the Warren College Student Council, the President shall assume acting office.
- C. When the position of the President is vacant, the highest ranked willing and eligible person on the Active Order of Succession shall serve as Acting President and shall exercise the powers and duties of the President until such time as a replacement is selected or elected
- D. The Acting Order of Succession shall be, in descending order:
 - a. Vice President Internal
 - b. Vice President External
 - c. Secretary
 - d. Finance Director
 - e. Events Board Chair
 - f. Director of Student Organizations

Section 4 | Duties and Powers

- A. The collective duties and powers of the Executive Board shall be to:
- a. Meet weekly to discuss issues pertaining to the duties of members as described in the Bylaws;
 - i. The meetings shall serve as a medium of communication between the committee members to openly share their ideas, plans, questions, and anything more that the members wish to informally discuss
 - ii. A majority of the committee membership shall constitute a quorum
 - iii. The President shall chair the meetings, and shall only vote in the case of a tie or when it would change the outcome
 - iv. Minutes shall not be required for committee meetings, however, any vote taken by the committee shall be reported by the President at the next WCSC meeting
 - v. The outgoing and incoming Executive Boards shall hold joint meetings between the time the incoming Executive Board is elected and the time the outgoing Executive Board terms out
 - b. Approve allocations, by a majority vote, from the Internal account for internal aspects of the Warren College Student Council as described in the Bylaws.
- B. The individual duties and powers of the President shall be to:
- a. Serve as the official representative of Warren College Student Council and the Warren College Student Body.
 - b. Assemble the agenda of and chair the meetings of the Warren College Student Council
 - c. Serve as an ex-officio member of all Warren Council committees and the Events Board, excluding the Judicial Board.
 - d. Meet quarterly with the chairs of the Warren College Student Council Commissions in order to evaluate performance and discuss budgets
 - e. Solicit the advice of the Finance Director and submit a proposed budget to Warren College Student Council by the third week of Fall Quarter
 - f. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council
- C. The individual duties and powers of the Vice President Internal shall be to:
- a. Oversee the internal operations and administration of the Warren College Student Council
 - b. Chair the Internal Committee; facilitate biweekly meetings with Internal members to discuss projects, initiatives and duties of internal members; and conduct quarterly one-on-one meetings with internal members
 - c. Organize the Warren College Student Council retreat with the assistance of the Executive Board on a basis determined by the Executive Board, but at least once per council session
 - d. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.
- D. The individual duties and powers of the Vice President External shall be to:
- a. Coordinate the efforts of Warren College Student Council's representatives to external committees to ensure the interests of the Warren College Student Body are represented
 - b. Chair the External Committee; facilitate biweekly meetings with External members to discuss issues pertaining to the duties of representatives of external committees

- c. Maintain a running list of all external committees to which the Warren College Student Council provides representatives
 - d. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.
- E. The individual duties and powers of the Secretary shall be to:
- a. Prepare and keep well-recorded minutes of all Warren College Student Council meetings
 - b. Distribute the minutes of each meeting to all members no less than forty-eight hours before the next regular Warren College Student Council meeting
 - c. Maintain the Warren College Student Council roster, member attendance, and archives
 - d. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.
- F. The individual duties and powers of the Finance Director shall be to:
- a. Work with the President to draft the annual budget by the third week of Fall Quarter
 - b. Act as a liaison between Warren College Student Council and the Warren Business Office
 - c. Present a monthly report on the status of the budget and estimated account balances to Warren College Student Council; present the status of the budget and estimate account balances at the request of of the Warren College Student Body
 - d. Be available as a resource to all organizations and groups who have received Warren College Student Council funding
 - e. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.
- G. The individual duties and powers of the Events Board Chair shall be to:
- a. Be chiefly responsible for the coordination , execution, and success of Warren College Student Council Events Board events
 - b. Assemble the agenda and chair meetings of Warren College Student Council Events Board
 - c. Update the Warren College Student Council on the status of the Events Board budget fifth week of each quarter
 - d. Represent the Warren College Student Council Events Board on issues including funding and acquiring additional volunteers for programs
 - e. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.
- H. The individual duties and powers of the Director of Student Organizations shall be to:
- a. Be responsible for the coordination, execution, and success of Warren College Student Organizations
 - b. Assemble the agenda and chair meetings of Warren College Student Organizations meetings
 - c. Be available as a resource to all registered Warren College Student Organizations
 - d. Represent the Warren College Student Organizations on issues including funding visibility
 - e. Carry out any other duties as set forth in this Constitution, the Bylaws, or assigned by the Warren College Student Council.

Section 5 | Veto Authority

The President may veto a main motion within seven calendar days, but no later than the adjournment of the next meeting, of its passage. The Warren College Student Council may, by a two-thirds vote, override such a veto. The President may not veto a motion to override a veto

ARTICLE IV

JUDICIAL BRANCH

Section 1 | Establishment

The judicial authority of the Warren College Student Council shall be vested in the Judicial Board, hereinafter referred to as J-Board.

Section 2 | Composition

There shall be five members of the Judicial Board, including:

- A. One Chair
 - a. The title of Chair shall be granted to the first willing and most senior member of the Judicial Board. If there is a tie in seniority, the President shall make a nomination for approval.
- B. Four Members

Section 3 | Appointments

- A. The President shall be responsible for appointing candidates for the Judicial Board to the Warren College Student Council for approval, by a majority vote.
- B. The term of a Judicial Board member shall begin upon approval by the Judicial Board member and end when the person ceases to be a member of the Warren College Student Body.
- C. Only members of the Warren College Student Body shall be eligible to serve as a members
- D. No member of the Judicial Board shall also serve as a voting member of the Council.

Section 4 | Vacancies

Any vacancy on the Judicial Board shall be filled in a fair and timely manner prescribed by the Judicial Board, except that no member shall be appointed without the consent of the Warren College Student Council.

Section 5 | Duties and Powers

The judicial authority shall extend to all cases and controversies arising under this Constitution or any of the rules of Warren College Student Council or its subordinate bodies.

Section 6 | Limitations

No member of the Judicial Board shall at the same time be a voting member of the Warren College Student Council.

Section 7 | Governing Rules

The Warren College Student Council shall, with the consent of the Judicial Board, establish and revise the governing rules and procedures of the Judicial Board.

ARTICLE V

REMOVAL FROM OFFICE

Section 1 | Complaint Procedure

Any member of the Warren College Student Body may bring a complaint against any officer of the Warren College Student Council by submitting a letter of impeachment to the President. If the complaint is against the President or the President is bringing the complaint, the letter should be submitted to the Vice-President Internal and the same shall act as President for all parts of the removal process. If the Vice-President Internal brings a complaint against the President or the President brings a complaint against the Vice President Internal, the letter should be submitted to the Vice-President External and the same shall act as President for all parts of the removal process.

Section 2 | Grounds for Removal

The grounds for removal are:

- a. unsatisfactory attendance
- b. misuse of funds
- c. failure to perform duties
- d. improper or unethical use of authority
- e. actions unbecoming of an officer of the WCSB
- f. ineligibility for office

Section 3 | Requirements for the Letter of Impeachment

The letter of impeachment shall contain specific charges of the grounds for removal.

Section 4 | Submission of the Letter of Impeachment

The President shall have one academic day from the submission of the letter of impeachment to inform the accused of the impeachment process and of the option to resign. The President shall provide the accused with a copy of the letter of impeachment.

Section 5 | Presentation of the Letter of Impeachment

If the accused does not resign, the President shall present the letter of impeachment at the next Warren College Student Council meeting.

Section 6 | Preparation for the Impeachment

The accused shall have until the following Warren College Student Council meeting or four academic days, whichever is greater, to prepare a defense. At this meeting, after all other business, the complaint shall be discussed in executive session. In this session, the complainant and the accused shall both have the opportunity to fully present their case and answer any questions.

Section 7 | Voting Procedure

The Warren College Student Council shall then vote on the impeachment by secret ballot. If a majority of votes are cast in favor, the accused is impeached.

Section 8 | Informing of the Outcome of the Vote

The President shall have three academic days to inform Community Conduct Outreach Board and the accused of the decision.

Section 9 | Removal Hearing

If the accused is impeached, Community Conduct Outreach Board shall convene a removal hearing within ten academic days.

Section 10 | Delivery of the Result of the Hearing

The Community Conduct Outreach Board shall deliver the result of the hearing to WCSC within five academic days of the hearing.

Section 11 | Letter to the Accused

The President shall send a letter to the accused of the hearing result.

Section 12 | Resignation by Non-Attendance

Any member of WCSC who misses six consecutive meetings (i.e. six consecutive unexcused absences) shall be considered "Resigned by Non-Attendance." The attendance shall be confirmed by the Secretary and the Warren College Dean of Student Affairs; once confirmed the President shall write a letter to any members who miss six consecutive meetings informing them that they have Resigned by Non-Attendance.

ARTICLE VI

ELECTION POLICIES

Section 1 | Establishment

The Warren College Elections Code shall govern all Warren College elections and shall serve to ensure a equitable, fair, unbiased, and accessible election open to all members of the Warren College Student Body. The Warren College Student Council shall be responsible for organizing an independent Elections Committee that shall oversee the election process. No part of the Warren College Elections Code or office eligibility requirements shall be suspended or amended during the course of an election period.

Section 2 | Fee Referenda

To propose a modification to the Warren College Activity Fee or to propose a disestablishment of the fee, a petition of at least fifteen percent of the Warren College Student Body or a two-thirds vote of the entire voting membership of the Warren College Student Council is needed.

- A. For any fee referendum to be approved, a majority of votes cast in the fee referendum election must approve the change in the Warren College Activity Fee. Additionally, the number of students casting ballots must equal or exceed 20% of the registered students affected by the fee at the time the election is held.
- B. The following sentences must appear in the ballot language:
 - a. “This fee will be included in the determination of financial aid.”
 - b. “Annual budget reports will be made public and provided to the Warren College Student Council.”
 - c. “Modifications to this fee may not be made without a subsequent student referendum held in accordance with the appropriate student governmental and University policies, unless other means are explicitly provided in this ballot language.”
- C. If the fee referendum is approved in the election and approved and implemented by the administration, the language of the referendum is binding on the Warren College Student Council unless it conflicts with this Constitution. In this way, the students may lock-in portions of a Warren College Activity Fee to certain financial areas by placing language to that effect in the referendum.

Section 3 | Review Referenda

The Warren College Student Body may review an action of the Warren College Student Council in the following manner:

- A. A petition must be submitted to the President with the signatures of at least ten percent of the members of the Warren College Student Body. This petition must clearly state which action of the Warren College Student Council is being petitioned for review by the Warren College Student Body, and the petition must be submitted within twenty-one academic days of the action of the Council. Each signature on the petition must include a printed name, a signature, and the student’s UC San Diego PID number.
- B. Upon receipt of a valid petition the President shall call a special election within thirty academic days in which the Warren College Student Body shall vote on the question of whether to uphold the

decision of the Warren College Student Council, unless an election is already scheduled to take place within fifty academic days, in which case the question shall instead appear on the ballot.

- a. The Warren College Student Council shall establish the rules and procedures of the election, provided, however, that voting must take place for at least five academic days.
- C. During the interval between the submission of the petition and the election, all related actions and any associated expenditure of funds shall be suspended.
- D. The number of students casting ballots must equal or exceed 10% of the registered students affected by the petition at the time the election is held.
 - a. If a majority of students voting disapprove of the action of the Warren College Student Council the action of the Warren College Student Council is reversed, and the members of the Warren College Student Council shall make a good faith effort to honor the result of the referendum for at least one academic year.
 - b. If a decision of the Warren College Student Council has been reversed, the Warren College Student Council may not take any action for one academic year that would have the same effect as the action that was reversed.

ARTICLE VII

CONSTITUTIONAL AMENDMENTS

Section 1 | Limitations

No part of this Constitution shall be temporarily suspended.

Section 2 | Procedure

The Warren College Student Council may, by a three-fourths vote of the entire membership, approve amendments to this Constitution.

- a. Any member of the Warren College Student Council may propose amendments to this Constitution
- b. Any member of the Warren College Student Body may propose amendments to this Constitution by collecting the signatures of ten percent of the Warren College Student Body on a draft of the proposed amendment and transmitting the same to the President and Secretary.

Section 3 | Implementation

All ratified amendments shall take effect immediately upon certification of the results by the appropriate authority unless the language of the proposed amendments stipulates a different effective time.

Section 4 | Overturning

The Warren College Student Body may, by collection of signatures from ten percent of the Warren College Student Body, call for a special election to overturn any constitutional amendments passed by Warren College Student Council. The collection of signatures must be turned in to the Dean of Student Affairs within 30 calendar days of the passing of the constitutional amendment.