

# AP 5400 Associated Students Organization

## Reference:

*Education Code Section 76060*

Taft College shall have one Associated Student Body (ASB), which shall be the official voice of the students in the West Kern Community College District (WKCCD). The ASB officers shall be elected by a majority of the students voting in an annual election. A simple majority of the elected voting members of the ASB governing body shall constitute a quorum.

Taft College supports and promotes the formation of student clubs and organizations. Student clubs and organizations will afford students the opportunity to engage in the intellectual and social environment of the College. Student clubs and organizations are to conduct student activities that are not in conflict with the authority and responsibility of the College on behalf of the students enrolled at Taft College.

Taft College, through its ASB, shall approve student clubs and organizations, which promote the opportunity of association among students within the intellectual environment of the College.

Associated Student Body (ASB) and student clubs and organizations operating in the name of the College, using the name of the College, or using the facilities of the College, must be chartered and recognized by the College under the following conditions:

1. The constitution must be approved by members of the organization, the ASB Executive Board, and the Dean of Student Success and the Vice President of Student Services.
2. A chartered student club and organization shall have a faculty or administration appointed advisor.
3. Membership in a chartered student club or organization shall not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. Memberships in some chartered student clubs and organizations can be limited by interest, degree program admissions, and grade point average.
4. Membership in chartered student clubs and organizations shall consist exclusively of students currently enrolled. A majority of meetings shall be held on the College premises during the regular school day, have a

democratic plan for the selection of members and officers, and establish aims and objectives which promote educational College and community interests.

The Associated Student Organization and chartered student clubs and organizations shall be responsible for the following:

1. Chartered student clubs and organizations shall submit a list of current officers, members and advisors each year along with the approved constitution to the Coordinator of Student Activities and the Dean of Student Success and the Vice President of Student Services.
2. The faculty advisor, selected by the club membership and approved by the Dean of Student Success and the Vice President of Student Services, shall attend all official meetings.
3. All receipts and expenditures shall be handled in accordance with the Board Policy and Administrative Procedure 5420 subject to the accounting of the ASB Executive Board and the Taft College Business Office.
4. The ASB Executive Board, Coordinator of Student Activities, Dean of Student Success and the Vice President of Student Services shall approve all programs and activities, both on and off campus, for all chartered student clubs and organizations. On campus facilities requests must be submitted at least 3 days prior to any scheduled event and signed by the advisor. (Clearance is necessary to prevent calendar conflicts, assure proper sponsorship, necessary transportation if required and custodial services if necessary.)
5. All non-college entities must have the advance approval of the Coordinator of Student Activities, Dean of Student Success and the Vice President of Student Services, and WKCCD Board of Trustees prior to a scheduled event. A Consultant Agreement form must be completed and on file in the office of the Vice President of Student Services and Coordinator of Student Activities.
6. All student clubs and organizations shall keep detailed minutes of official meetings. Minutes will be filed within the office of the Coordinator of Student Activities. Other distribution of minutes shall be made at the discretion of the advisor.
7. Chartered student clubs and organizations may be granted the use of College premises and property without charge, subject to rules and regulations approved by the Dean of Student Success and the Vice President of Student Services.

8. Associated Student Body and chartered student clubs and organizations shall conduct fund raising activities provided that they follow the procedures for student fundraising.

**Political Clubs (Education Code 76067)**

Any political student club or organization which is affiliated with the official youth division of any political party that is on the ballot of the State of California may hold meetings on the College campus and may distribute bulletins and circulars concerning its meetings, providing there is no endorsement of such organization by College authorities and no interference with West Kern Community College District Policies and/or Administrative Procedures.

Only one student political club or organization for each political party on the California State ballot shall be permitted. As with all student clubs and organizations, student political clubs and organizations are under the control of the College, not of an outside organization, and must act in accordance with the College regulations governing other student clubs and organizations.