

CONSTITUTION AND BY-LAWS OF THE MULTICULTURAL STUDENT LEADERSHIP ASSOCIATION AT DAKOTA COUNTY TECHNICAL COLLEGE

PREAMBLE

The Multicultural Student Leadership Association (MSLA) at Dakota County Technical College is a student driven organization designed to address issues of Multiculturalism and diversity with the intention of fostering an environment of understanding, tolerance, and competence at Dakota County Technical College.

The mission of the MSLA is:

1. To give students the opportunities to work on multiculturalism and diversity issues.
2. To provide a social outlet for students to meet with other students of different cultural backgrounds.
3. To provide opportunities for English as A Second Language (ESL) students to informally work on their English skills.
4. To assist DCTC instructors/administration to better understand some of the unique challenges/frustrations a multicultural student body faces.
5. To work with other organizations on diversity projects.
6. To develop and implement projects designed to expose the whole campus to multiculturalism and diversity.

Involvement in the Multicultural Student Leadership Association will enrich student's learning and provide opportunities for DCTC students to explore multiculturalism and diversity in an interpersonal setting.

ARTICLE I

Section 1: Executive Officers

1. The executive officers of this organization shall be a President, Vice President, Secretary, and Treasurer.
2. The club members will elect all executive officers. If there is only one candidate for any of the offices, the candidate will automatically assume the office.
3. The term of office for all executive officers is one year, from mid-May to mid-May.
4. Elected officers may choose to run for the same or another office in the following year, but no student shall serve more than two-years.
5. The president, with the approval of the MSLA advisors, shall appoint all vacancies.

Section 2: Election of Executive Officers

1. If there are two or more candidates for any of the executive offices, the final selection is decided by a MSLA election.
2. Candidates applying for an executive office are encouraged to campaign for the position. All campaign expenses will be borne by the candidate.
3. Only the MSLA advisors will conduct the election or count the ballots. All students present and desiring to vote on the specified day may participate in the election.
4. Every member must vote so the members can have the voice for any issues with the executive members.
5. In the case of ties, a re-vote will be taken on only those affected by the tie.
6. Results will be announced before two school days have elapsed.

Section 3: Duties of MSLA executive members

Subdivision A: **President**

- 1 Call and preside over the meetings of the MSLA using parliamentary procedure.
- 2 Be responsible for enforcing and upholding this constitution and by-laws.
- 3 Plan and organize clear and specific agendas for MSLA meetings
- 4 Direct and delegate responsibilities to other officers and committee members
- 5 Be a team leader of the executive board.
- 6 Call executive meetings as deemed necessary.
- 7 Be a student representative or delegate representative on college committees.
- 8 Perform other additional duties as assigned by the advisor(s).
- 9 Maintain open and friendly communication with college administrators.

Subdivision B: **Vice President**

The powers and duties of the Vice-President shall be the following:

1. Preside over MSLA meetings in the absence of the president.
2. Assume the office of the president in case of vacancy before the end of the school year.
3. Perform any additional duties as assigned by the senate president and or MSLA advisor(s).

4. Maintain open and friendly communication with college administrators.

Subdivision C: **Secretary**

The powers and duties of the secretary shall be the following:

1. Keep a permanent record of the minutes and proceedings of the MSLA.
2. Keep a permanent record of the results of all elections.
3. Handle all correspondence of the MSLA.
4. Take roll call at every meeting and maintain a record of attendance.
5. Perform additional duties as assigned by the MSLA president and or MSLA advisor(s).
6. Maintain open and friendly communication with college administrators.

Subdivision D: **Treasurer**

The powers and duties of the treasurer shall be the following:

1. Keep a permanent record of all financial transactions of the MSLA.
2. Report the state of the MSLA finance in the form of funds received, funds paid out, bills pending and account balance(s).
3. Set up accounts for committees and keep track of expenses.
4. Perform additional duties as assigned by the president and or MSLA advisor(s).
5. Maintain open and friendly communication with college administrators.

ARTICLE II

Section 1: Executive Officers Removal (EOR) Officers may be removed from their office for the following:

1. Failure to respect students at DCTC.
2. Failure to perform duties as shown in this constitution and by-laws.
3. Failure to demonstrate professionalism through misconduct at any local or state related cultural student activity.
4. Failure to attend the MSLA meetings (maximum unexcused absences for executive members is two).
5. Not demonstrating acceptable classroom/shop/lab progress in accordance with college standards.

Section 2: Executive Officers Removal Procedure

1. Other officers, faculty or administrations may initiate the recommendation for the removal of an officer.
2. The MSLA advisor(s) will conduct a hearing with the accused officer on the charges of dismissal.
3. The MSLA advisor(s) will make the final decision for the removal or non-removal of an officer.

Section 3: Committees

1. The association members will have the power to form committees to meet the needs of the college and/or students.

2. The committees may be in the form of standing committees or ad-hoc committees.
3. Each committee will have a chairperson appointed by the president who will be responsible for the planning and operation of the committee.
4. The budget (if any) for the committee will be presented to and approved by the Executive Officers.
5. Reports of the committee's activities and progress will be made at regular meetings.
6. Standing committee may include the following but limited by them:

Social committee Reading
committee Diversity projects
committee Publication
committee Intramural
committee

7. Each committee can recruit its own members on an as-needed basis. These recruited committee members do not have to be members of the MSLA.