

## **AR 5400 ASSOCIATED STUDENTS**

The District shall have one Associated Students Organization which shall be known as the Associated Students (A.S.).

A governing body shall be elected which shall be known as the A.S. Executive Board. It shall keep an account of its meetings, expenditures, authorizations, and policies established. Minimum standards for membership to the A.S. Executive Board shall be defined by the association's constitution and bylaws. The governing body will coordinate and integrate the activities of all campus clubs and organizations of the District. The Associated Students Board of Directors will be accountable for fiscal responsibility to ensure that the present and future Associated Student body remains a viable entity.

All students (day, evening, credit and noncredit) shall be encouraged to be representatives.

A simple majority of the elected voting members of the A.S. governing body shall constitute a quorum.

Students will exercise their opportunity to participate in campus governance through A.S. and through appointments to campus committees that review, analyze, and formulate District policies and procedures. Student appointments to these committees will be made by the A.S.

### **Enrollment and Scholarship Standards for Participation in SMC Student Government**

For the purpose of this regulation, an "officer" is a student who is elected or appointed to any student government position.

#### **1. Determination of Eligibility for Candidacy**

The Student Government Administrator or designee shall determine eligibility of all student government leaders in accordance with this administrative regulation, and shall serve as the advisor to all governing bodies. All candidates for Associated Students officer must have a minimum semester GPA of 2.0 in the fall semester immediately preceding the semester in which they are elected, and a cumulative GPA of 2.0 in all work completed at Santa Monica College. All candidates for Associated Students officer must be in good standing (no current disciplinary sanction pursuant to SMC BP 4420 Student Conduct).

- a. Candidates for Associated Students President and Vice President must have completed a minimum of 18 units at Santa Monica College prior to election. They must have completed a minimum of five of those units in the fall semester immediately preceding the semester in which they are elected.

In addition, candidates must meet one of the following criteria:

- i. They must serve as an Associated Students Director, Inter-Club Council Officer, Student Trustee, or Associated Students Commissioner in the semester in which they are elected; or
  - ii. They must serve as an active delegate of the Inter-Club Council or a club officer in any semester prior to the semester in which they are elected.
- b. Candidates for Associated Students Board of Directors in the student government of Santa Monica College must be enrolled in Santa Monica College at the time of election, and throughout their term, with a minimum of five semester units.
- c. Candidates for Student Trustee in the student government of Santa Monica College shall be enrolled in Santa Monica College at the time of election and throughout their term with a minimum of five semester units. Per California Education Code 66016.3, only students exempted from nonresident tuition may serve as student trustee.

## 2. Maintaining Eligibility

- a. Elected or appointed Associated Students Board Directors who fail to complete each semester during their term in office or in the semester of their election a minimum of five units with a 2.0 GPA will be automatically removed from office, and will be ineligible for appointment to any Judicial Board, Joint Council, and Inter-Club Council position for the remainder of the original term of office.
  - i. If a student is enrolled in five units of Pass/No Pass courses, the cumulative grade point average will apply for determination of eligibility.
  - ii. The term of office, defined in the Associated Students Constitution, is July 1 to June 30.
- b. If the Student Trustee fails to complete each semester a minimum of five units with a 2.0 GPA, they will be automatically removed from office, and will be ineligible for appointment to any Associated Students positions (e.g., Judicial Board, Joint Council, Primary Commissioner, ICC) during the remainder of the term of office.
  - i. If the student is enrolled in five units of Pass/No Pass courses, the cumulative grade point average will apply for determination of eligibility.
  - ii. The term of office, defined in the Associated Students Constitution, is June 1 to May 31.

### 3. Office Terms and Limitations for Elected Positions

- a. The Associated Students Board of Directors, the Inter-Club Council (ICC) Chairperson, ICC Vice Chairperson, and the Inter-Club Council ICC Communication Officer shall hold no more than one elected or appointed office during their one year term from July 1 to June 30.
  - i. No person shall serve in any one office of the Board of Directors positions for more than one academic year, nor shall any person serve on the Board of Directors for more than a total of two academic years.
  - ii. No person shall serve in any combination of elected or appointed student government positions for more than three academic years.
- b. The Student Trustee shall serve for no more than one academic year. (Also see BP 2015 Student Trustee and BP 2105 Election of Student Trustee).
- c. No person shall serve in any combination of elected or appointed student government positions for more than three academic years.

### 4. Vacant Positions

- a. The Associated Students shall establish policies and procedures for filling vacant positions.
- b. The Associated Students shall fill Board vacancies in accordance with the regulations governing the filling of vacancies described in the A.S. Constitution.
- c. Directors who are appointed to the Board of Directors must meet the same eligibility standards as elected officers.

### 5. Other Student Government Positions

All candidates for Associated Students officers must be in good standing (no current disciplinary sanction pursuant to SMC BP 4420 Student Conduct.

- a. Associated Students Commissioners:  
To be eligible for appointment and to hold office, Commissioners to Associated Students Directors must be enrolled in and complete a minimum of five units with a 2.0 GPA each semester that they serve, and have a cumulative GPA of 2.0 in all work completed at Santa Monica College at the time of appointment and throughout the term of service.

- b. Student Representatives to Campus Committees:  
Students serve on campus committees in accordance with SMC BP 2513 Participatory Governance, Associated Students. They must be enrolled in and complete a minimum of five units with a 2.0 GPA each semester that they serve, and must have a cumulative GPA of 2.0 in all work completed at Santa Monica College at the time of appointment and throughout the term of service.

Students enrolled exclusively in noncredit courses are eligible to participate in Associated Students as student representatives to campus committees.

- c. Student Club Officers:  
Officers of student clubs must be enrolled in and complete a minimum of five units with a 2.0 GPA each semester that they serve, and must have a cumulative GPA of 2.0 in all work completed at Santa Monica College at the time of appointment and throughout the term of service.

- i. Officers of student clubs may serve in the same office for a maximum of two years.
- ii. Students may serve as officers of a club or clubs for a maximum of three years.

Students enrolled exclusively in noncredit courses are eligible to participate in Associated Students as student club officers.

## 6. Students with Disabilities

Any unit requirement in this administrative regulation may be reduced as part of an approved accommodation by the Center for Students with Disabilities Coordinator or designee, in accordance with AR 5140 Disabled Student Programs and Services.

*References: Education Code, Sections 66016.3, 76060-76067  
Title 5, Sections ~~51023-6~~, 51023.7  
Government Code Section 54953.8.5*

*Revised: 7/11/16, 3/3/21  
Revision Approved by Academic Senate: 3/30/2021  
Revision Approved by Senior Staff and Superintendent/President: 4/19/2021*

**FROM LEAGUE AR 5400**

**NOTE:** *This procedure is **legally advised** if the Board has established a student body organization under Education Code Section 76060. Local practice may be inserted here. The following are the minimum standards required.*

**[The District/Each college in the District]** shall have one Associated Students Organization.

Both day and evening student representatives shall be encouraged.

A governing body shall be elected that shall keep an account of its meetings, expenditures, authorizations and policies established.

**A simple majority of the elected voting members of the Associated Students Organization governing body shall constitute a quorum.**

**Teleconference Meetings**

If authorized by resolution of the Board of Trustees, the student organization may conduct meetings by teleconference only if a majority of its members vote to do so. The student organization shall notify the Board of Trustees of its election and provide its justification for using teleconferencing.

If the student organization conducts a teleconference meeting, pursuant to Government Code Section 54953.8.5, it shall comply with all quorum, physical location, public access, and accommodation requirements set forth in that section.

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*Education Code Section 76060*  
Government Code Section 54953.8.5

Revised 4/26

### **§ 51023.7. Students.**

(a) The governing board of a community college district shall adopt policies and procedures that provide students the opportunity to participate effectively in district and college governance. Among other matters, said policies and procedures shall include the following:

- (1) Students shall be provided an opportunity to participate in formulation and development of district and college policies and procedures that have or will have a significant effect on students. This right includes the opportunity to participate in processes for jointly developing recommendations to the governing board regarding such policies and procedures.
- (2) Except in unforeseeable, emergency situations, the governing board shall not take action on a matter having a significant effect on students until it has provided students with an opportunity to participate in the formulation of the policy or procedure or the joint development of recommendations regarding the action.
- (3) Governing board procedures shall ensure that at the district and college levels, recommendations and positions developed by students are given every reasonable consideration.
- (4) For the purpose of this Section, the governing board shall recognize each associated student organization or its equivalent within the district as provided by Education Code Section 76060, as the representative body of the students to offer opinions and to make recommendations to the administration of a college and to the governing board of a district with regard to district and college policies and procedures that have or will have a significant effect on students. The selection of student representatives to serve on college or district committees, task forces, or other governance groups shall be made, after consultation with designated parties, by the appropriate officially recognized associated student organization(s) within the district.

(b) For the purposes of this Section, district and college policies and procedures that have or will have a “significant effect on students” includes the following:

- (1) grading policies;
- (2) codes of student conduct;
- (3) academic disciplinary policies;
- (4) curriculum development;
- (5) courses or programs which should be initiated or discontinued;
- (6) processes for institutional planning and budget development;
- (7) standards and policies regarding student preparation and success;
- (8) student services planning and development;
- (9) student fees within the authority of the district to adopt; and
- (10) any other district and college policy, procedure, or related matter that the district governing board determines will have a significant effect on students.

(c) The governing board shall give reasonable consideration to recommendations and positions developed by students regarding district and college policies and procedures pertaining to the hiring and evaluation of faculty, administration, and staff.

(d) Nothing in this Section shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiations or negotiated agreements between collective bargaining agents and district governing boards. It is the intent of the Board of Governors to respect agreements between academic senates and collective bargaining agents as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to academic senates pursuant to the regulations on academic senates contained in Sections 53200-53206.

(e) The governing board of a community college district shall comply substantially with policies and procedures adopted in accordance with this Section.

### **EDUCATION CODE SECTION 76060-76067 Student Organizations**

76060. The governing board of a community college district may authorize the students of a college to organize a student body association. The association shall encourage students to participate in the governance of the college and may conduct any activities, including fundraising activities, as may be approved by the appropriate college officials. The association may be granted the use of community college premises and properties without charge, subject to any regulations that may be established by the governing board of the community college district.

The governing board of the community college district may authorize the students of a college to organize more than one student body association when the governing board finds that day students and evening students each need an association or geographic circumstances make the organization of only one student body association impractical or inconvenient.

A community college district may assume responsibility for activities formerly conducted by a student body association if the student body association is dissolved. A student body association employee who was employed to perform the activity assumed by the district pursuant to this section shall become a member of the classified service of the district in accordance with Section 88020.

76060.5. If a student body association has been established at a community college as authorized by Section 76060, the governing body of the association may order that an election be held for the purpose of establishing a student representation fee of one dollar (\$1) per semester. The election shall be held in compliance with regulations of the Board of Governors of the California Community Colleges and shall be open to all regularly enrolled students of the community college. The affirmative vote of two-thirds of the students voting in the election shall be sufficient to establish the fee. However, the election shall not be sufficient to establish the fee unless the number of students who vote in the election equals or exceeds the average of the number of students who voted in the previous three student body association elections.

The student representation fee authorized by this section shall be collected by the officials of the community college, together with all other fees, at the time of registration or before registration and shall be deposited in a separate fiduciary fund established per the California Community Colleges Budget and Accounting Manual for student representation fees. The money collected pursuant to this section shall be expended to provide for the support of governmental affairs representatives who may be stating their positions and viewpoints before city, county, and district governments, and before offices and agencies of the state government. The chief fiscal officer of the community college shall have custody of the money collected pursuant to this section and the money shall be disbursed for the purposes described above upon the order of the governing bod of the student body association. The district may retain a portion of the fees collected and deposited pursuant to this section that is equal to the actual cost of administering these fees up to, but not more than, 7 percent.

The student representation fee authorized by this section may be terminated by a majority vote of the students voting in an election held for that purpose. The election shall be called and held in compliance with regulations of the Board of Governors of the California Community Colleges and shall be open to all regularly enrolled students of the community college.

A student may, for religious, political, financial, or moral reasons, refuse to pay the student representation fee established under this section. The refusal shall be submitted in writing to the college officials at the time the student pays other fees collected by the college officials. The refusal shall be submitted on the same form that is used for collection of fees as provided by the college, which, as determined by the college, shall be as nearly as practical in the same form as a model form prescribed by regulations of the Board of Governors of the California

## Community Colleges.

76061. A student who is elected to serve as an officer in the student government of a community college shall meet both of the following requirements:

(a) The student shall be enrolled in the community college at the time of election, and throughout his or her term, with a minimum of five semester units, or its equivalent.

(b) The student shall meet and maintain the minimum standards of scholarship prescribed for community college students by the community college district.

76062. The governing board of a community college district may authorize any organization composed entirely of students attending the colleges of the district to maintain any activities, including fundraising activities, as may be approved by the governing board.

76063. The funds of any student body organization established in the public schools of any community college district shall, subject to approval of the governing board of the district, be deposited or invested in one or more of the following ways:

(a) Deposits in trust accounts of the centralized State Treasury system pursuant to Sections 16305 to 16305.7, inclusive, of the Government Code or in a bank or banks whose accounts are insured by the Federal Deposit Insurance Corporation.

(b) Investment certificates or withdrawable shares in state-chartered savings and loan associations and savings accounts of federal savings and loan associations, if the associations are doing business in this state and have their accounts insured by the Federal Savings and Loan Insurance Corporation and if any money so invested or deposited is invested or deposited in certificates, shares, or accounts fully covered by the insurance.

(c) Purchase of any of the securities authorized for investment by Section 16430 of the Government Code or investment by the Treasurer in those securities.

(d) Participation in funds that are exempt from federal income tax pursuant to Section 501(c)(3) of the Internal Revenue Code and that are open exclusively to nonprofit colleges, universities, and independent schools.

(e) Investment certificates or withdrawable shares in federal or state credit unions, if the credit unions are doing business in this state and have their accounts insured by the National Credit Union Administration and if any money so invested or deposited is invested or deposited in certificates, shares, or accounts fully covered by the insurance.

The funds shall be expended subject to procedures that may be established by the student body organization subject to the approval of each of the following three persons, which shall be obtained each time before any of the funds may be expended: an employee or official of the community college district designated by the governing board, the certificated employee who is the designated adviser of the particular student body organization, and a representative of the particular student body organization.

76064. In addition to deposit or investment pursuant to Section

76063, the funds of a student body organization may be loaned or invested in any of the following ways:

(a) Loans, with or without interest, to any student body organization established in another community college of the district for a period not to exceed three years.

(b) Invest money in permanent improvements to any community college district property including, but not limited to, buildings, automobile parking facilities, gymnasiums, swimming pools, stadia and playing fields, where those facilities, or portions thereof, are used for conducting student extracurricular activities or student spectator sports, or when those improvements are for the benefit of the student body. The investment shall be made on

condition that the principal amount of the investment plus a reasonable amount of interest thereon shall be returned to the student body organization as provided herein. Any community college district approving the investment shall establish a fund in accordance with the California Community Colleges Budget and Accounting Manual in which moneys derived from the rental of community college district property to student body organizations shall be deposited. Moneys collected by the governing board for automobile parking facilities as authorized by Section 76360 shall be deposited in the fund designated by the California Community Colleges Budget and Accounting Manual if the parking facilities were provided for by investment of student body funds under this section. Moneys shall be returned to the student body organization as contemplated by this section exclusively from the special fund and only to the extent that there are moneys in the special fund. Whenever there are no outstanding obligations against the special fund, all moneys therein may be transferred to the general fund of the school district by action of the local governing board.

Two or more student body organizations of the same community college district may join together in making the investments in the same manner as is authorized herein for a single student body. Nothing herein shall be construed so as to limit the discretion of the local governing board in charging rental for use of community college district property by student body organizations as provided in Section 76060.

76065. The governing board of any community college district shall provide for the supervision of all funds raised by any student body or student organization using the name of the college. The cost of supervision may constitute a proper charge against the funds of the district. The governing board of a community college district may also provide for a continuing audit of student body funds with community college district personnel.

76067. Any student political organization that 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 a community college campus, and may distribute bulletins and circulars concerning its meetings, provided that there is no endorsement of that organization by the school authorities and no interference with the regular educational program of the district.

**CA Govt Code § 54953.8.5 (2025) Meetings**

(a) An eligible community college student organization may conduct a teleconference meeting pursuant to Section 54953.8, provided that it complies with the requirements of that section and all of the following additional requirements:

(1) An eligible community college student organization may only use teleconferencing as described in Section 54953.8 after all the following have occurred:

(A) The board of trustees for a community college district considers whether to adopt a resolution to authorize eligible community college student organizations to use teleconferencing as described in this section at an open and regular meeting.

(B) If the board of trustees for a community college district adopts a resolution described in subparagraph (A), an eligible community college student organization may elect to use teleconferencing pursuant to this section if a majority of the eligible community college student organization votes to do so. The eligible community college student organization shall notify the board of trustees if it elects to use teleconferencing pursuant to this section and its justification for doing so.

(C) Upon receiving notification from an eligible community college student organization as described in subparagraph (B), the board of trustees may adopt a resolution to prohibit the eligible community college student organization from using teleconferencing pursuant to this section.

(D) (i) Except as specified in clause (ii), at least a quorum of the members of the eligible community college student organization shall participate from a singular physical location that is

accessible to the public and is within the community college district in which the eligible community college student organization is established.

(ii) The requirements described in clause (i) shall not apply to the California Online Community College.

(iii) Notwithstanding the requirements of clause (i), a person may count toward the establishment of a quorum pursuant to clause (i) regardless of whether the person is participating at the in-person location of the meeting or remotely if the person meets any of the following criteria:

(I) The person is under 18 years of age.

(II) The person is incarcerated.

(III) The person is unable to disclose the location that they are participating from because of either of the following circumstances:

(ia) The person has been issued a protective court order, including, but not limited to, a domestic violence restraining order.

(ib) The person is participating in a program that has to remain confidential, including, but not limited to, an independent living program.

(IV) The person provides childcare or caregiving to a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. For purposes of this subclause, "child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms are defined in Section 12945.2.

(2) An eligible community college student organization that holds a meeting by teleconference as described in Section 54953.8 shall do the following, as applicable:

(A) (i) Except as specified in subparagraph (B), if the meeting is during regular business hours of the offices of the board of trustees of the community college district, the eligible community college student organization shall provide a publicly accessible physical location from which the public may attend or comment, which shall be the offices of the board of trustees of the community college district, unless the eligible community college student organization identifies an alternative location.

(ii) Except as specified in subparagraph (B), if the meeting is outside regular business hours, the eligible community college student organization shall make reasonable efforts to accommodate any member of the public that requests an accommodation to participate in the meeting. For the purposes of this subparagraph, "accommodation" means providing a publicly accessible physical location for the member of the public to participate from, providing access to technology necessary to participate in the meeting, or identifying locations or resources available that could provide the member of the public with an opportunity to participate in the meeting.

(B) The requirements described in subparagraph (A) shall not apply to the California Online Community College.

(b) For purposes of this section, "eligible community college student organization" means a student body association organized pursuant to Section 76060 of the Education Code, or any other student-run community college organization that is required to comply with the meeting requirements of this chapter, that is in any community college recognized within the California Community Colleges system and includes the Student Senate for California Community Colleges.

(c) This section shall remain in effect only until January 1, 2030, and as of that date is repealed.