

DUTIES OF THE ASCC STUDENT GOVERNING BOARD MEMBERS

The ASCC Student Governing Board shall:

Be familiar with the content of the Associated Students Constitution and By-Laws, the Code of Student Rights and Responsibilities and the ASCC Financial Code.

Assure responsibility of allocation and management of student funds to provide a wide range of programs and activities to serve the diverse needs and interests of the Associated Students of Centralia College. These programs and activities promote by legal means the general welfare and morale of the students as a whole. The activities should provide a meaningful variety of healthful, educational, cultural and social learning experiences and shall allow for the presentation of a broad spectrum of ideas.

Maintain eligibility for ASCC Student Governing Board by having a 2.5 quarterly and cumulative grade point average. Represent the College by maintaining academic standards as well as image and professional standards.

Be enrolled in a minimum of 6 college level credits.

Maintain office hours up to 15 hours a week/69 hour a month. Some evenings and weekends may be required.

Serve on and attend all campus meeting you are assigned.

Ensure that equity, diversity and inclusion is present in all aspects of activities and programs.

Perform essential duties needed to implement and execute events on/off campus or virtual.

Collect student feedback in order to determine the type of events to plan throughout the year.

Promote a productive and effective working attitude and environment by being a team member.

Work cooperatively with all Student Governing Board members in planning and implementation of activities and advocacy awareness. Support and attend all sponsored events and activities.

Attend all student governing board meetings and bring pertinent matters before the student governing board. Regularly report on current projects, committee responsibilities, etc.

If, requested submit a weekly report to the ASCC President with listed accomplishments and projections for the next week or at a specified time interval set by the discretion of the ASCC President, director of student life & involvement or assistant director. The ASCC President will turn in their weekly report to the director of student life & involvement.

Attend any training sessions called by the ASCC President and/or the director of student life & involvement or assistant director.

Continually familiarize yourself with events throughout student life and involvement. Explore and develop innovative programs to increase student well-being.

Undertake duties assigned by the ASCC student governing board, ASCC President or director of student life and involvement as needed. Support all activities sponsored by the ASCC.

Meet regularly with the director of student life & involvement or assistant director.

Establish policies and procedures consistent with this governing document.

Recruit and confirm student nominees for membership on all committees.

Any member of the ASCC Student Governing Board cannot be a student employee anywhere else on campus.

ASCC Student Governing Board members cannot be an officer in any club or organization but may be a member of any club or organization.

Represent Centralia College and SLIC in various publicity materials.

Uphold and honor the Centralia College, SLIC and SAALT mission statements.

Perform “Specific Responsibilities” as outline in individual job descriptions.