

**Coast Community College District**  
**BOARD POLICY**  
Chapter 2  
Board of Trustees

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## **BP 2900 District Student Council**

### **PURPOSE**

The District Student Council ("Council") will act as an alliance to unite the students of the three Colleges.

The Council shall provide District-wide leadership when necessary and will:

Strive to render exceptional public service across the District.

Provide the Board with a clear articulation of District-wide student issues.

Maintain open and progressive relationships throughout the District.

### **MEMBERSHIP**

The Council shall consist of ten members: the Student Trustee, three members selected from the student body of Coastline Community College, three members selected from the student body of Golden West College, and three members selected from the student body of Orange Coast College. The representatives from each College shall be the Associated Student President or designee and two other members with three alternates. The Student Trustee shall be the Chair and shall create the agenda for the Council with the District Student Council Advisor. All meetings and operations of the Council shall comply with the provisions of the Ralph M. Brown Act, California's open meeting law.

After recommending the selection of the Student Trustee, the Council shall be a coordinating body and shall continue to operate as a liaison between the Student Trustee and the students. It shall be the responsibility of the members of the Council to report the proceedings of the meetings to their respective Colleges.

1. An "Executive Student Committee" shall consist of the Student Trustee as Chair, a Vice Chair, a Secretary, and a Public Relations Officer of the Council. Each of the three Colleges shall be represented by the officers. The purpose of the Executive Student Committee shall be to offer suggestions and make recommendations on important issues concerning students to the Council Advisor, Chancellor, and Board President, prior to a Board meeting.

The Executive Student Committee shall take no action on behalf of the Council, and as a subsidiary body, all of its operations and meetings shall be subject to the provisions of the Ralph M. Brown Act.

The Executive Student Committee may meet prior to each Board meeting to ensure that all items on the Board agenda have been vetted through a representative of each College.

The Executive Student Committee shall meet at other times as may be desirable to

report on action taken and on action proposed by the Board affecting student interests and to receive guidance and advice.

2. The procedure for a college student government organization to present issues to the Board shall be as follows:
  - a) When an issue arises that is perceived to have District-wide implications, the Student Trustee shall be contacted for information and clarification.
  - b) When such an issue is considered to have District-wide implications by a college student government association, it shall be brought before the Council for discussion.
  - c) The Council shall determine whether or not the issue shall be agendized for possible action by the Board.
  - d) The Student Trustee shall report to the Board the motions as made by the Council.

## **REQUIRED MEETINGS**

The Council, shall meet on a regular basis (at least once per month) to discuss items of student interest. The meeting place shall be at Coastline Community College, Golden West College, Orange Coast College, or at the Board Office, 1370 Adams Avenue, Costa Mesa, CA 92626. The Council shall meet at such other times as may be desirable to report action taken and action proposed by the Board affecting student interests and to receive guidance and advice.

The Chancellor should be invited to meet with the Council twice a year, preferably once a semester. Individual members of the Board shall be extended the same invitation as the Chancellor. If a majority of the members of the Board will attend the same meeting of the Council, then that meeting also will be agendized as a Special Board Meeting.

As part of the first meeting of each academic year, the Council shall select officers for the year: a Vice Chair, a Secretary, and a Public Relations Officer, and shall plan for the year. The Vice Chair, Secretary, and Public Relations Officer shall each be from different Colleges, ensuring that each College has representation on the Council's officer membership. The Vice Chair shall preside over the meetings of the Council in the absence of the Student Trustee, the Secretary shall keep the Minute Book of the Council, and the Public Relations Officer shall maintain all social media and publicity for the Council. In addition, Special Meetings may be called by the Student Trustee, in accordance with the provisions of the Ralph M. Brown Act, but only if supported by a majority of the Council. The Student Trustee may call for a Regular or Special Meeting during final examination periods or during the District's Spring Break only if supported by a majority of the Council.

The Council will make an effort to hold and sponsor one District-wide project (e.g., community service project) a year. The Council will support participation in the annual Advocacy Day.

## **QUORUM**

The quorum to conduct a meeting is five. The Student Trustee shall be counted for purposes of

determining whether a quorum of the Council is present or in determining the vote required to carry any measure before the Board. Meetings should start no later than five minutes after the posted meeting start time after attaining quorum.

Every effort shall be made to assure that each College is represented among the Council members who constitute the quorum.

## **ADVISOR**

The Secretary of the Board or designee shall serve as Advisor to the Council. The designee is selected by the Chancellor. The Secretary of the Board or designee and College student government advisors should be present at Council meetings.

## **ATTENDANCE AT BOARD OF TRUSTEES MEETINGS**

In order to facilitate greater understanding of the relationship between students and the Board, members of the Council are strongly encouraged to attend at least one Board meeting during their term in office and remain present until the completion of the reports of the Student Trustee and of the Student Government representatives.

## **TASK FORCES**

The Student Trustee, as Chair, may appoint Task Forces to research and analyze issues that come before the Council, and to request that a report be returned over a certain period of time. Task Forces of the Council shall consist of no more than three members and shall exist as ad-hoc committees established only to fulfill a specific, limited purpose. As such, the meetings and operations of Task Forces are not subject to the provisions of the Ralph M. Brown Act.

## **GUEST SPEAKERS**

To promote the continued education of student leaders, the Student Trustee and Council Advisor may invite guest speakers to make presentations on issues concerning students. Guest speakers may include, but are not limited to, elected officials, College or District administrators, faculty members, notable experts in various fields, or other individuals who serve the needs of students.

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