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We, the students of Lake Area Technical Institute, establish this organization dedicated to communication, understanding, and cooperation between the student body, administration, faculty, and the Watertown School Board. We strive for academic, social, and moral development to promote the best interests of the Institute and members of its community.

Student Voice Organization (SVO) Charter

1.0 Purpose

The purpose of this organization shall be to open avenues of discussions with LATI administration, provide leadership opportunities, and to represent the students before the LATI community and the citizens of South Dakota, subject to the limitations imposed by the laws of the State of South Dakota and the rules of the Watertown School Board.

2.0 Affiliations

This organization shall represent all registered students of Lake Area Technical Institute.

3.0 Membership

The membership of this organization shall consist of representatives elected or appointed by the students in each program to represent the needs and ideals of students enrolled in that program. Representatives shall serve a one-year term, from Oct. to May.

The term of each member shall be for one school year, running from Oct. 1-May. The method of selection of members will be determined by each program. The student's selection for SVO member may be challenged by the department supervisor. Challenges will be resolved by the LATI Vice President

SVO members may resign their positions. The SVO shall be a self-policing body. A 2/3 majority of the SVO may remove a program's SVO member for non-attendance, poor academic performance, or poor conduct (on or off campus) including illegal activity. While only the SVO can dismiss one of its members, the Vice President can remove an SVO from an SVO Officer position.

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This organization and its members shall not discriminate against any individuals for reasons of race, national origin, religion, gender, age, veteran status, sexual orientation, and/or ability status.

4.0 Officers

4.1 Positions and roles

The SVO Officers shall be selected by the organization's membership at the first meeting and consist of:

A. President

Duties and powers of the President:

- Represent the Student Body on campus and in the community
- Meet with the LATI Vice President regularly
- Information conduit between the President, Vice President and the Students
- Ensure that the organization is operating in conformity with the standards set forth by LATI and the SVO Charter and Bylaws
- Preside over meetings and create meeting agendas; call special meetings when necessary
- Address student complaints, suggestions, problems, and ideas
- Hold regular meetings with the LATI administration to discuss student issues and concerns
- Maintain communication with organization advisor
- Make recommendations to the SVO on measures he/she deems necessary and expedient
- Attend various LATI and SVO functions, ceremonies, and events
- Conduct themselves in a manner appropriate for their position
- Attend designated sub-committee meetings (pathways, etc.) and attend Watertown School Board. Meetings once per year to be introduced and give a SVO report.
- Insures students are informed about new policies
- Other duties as assigned.

B. Vice President

Duties and powers of the Vice President:

- Preside over meetings in the SVO's President's absence
- Meet regularly with the LATI Vice President
- Coordinate activities and work with committees to ensure event success
- Assist the SVO's President in his/her duties
- Ensure that special events are photographically recorded and forwarded on to the secretary for inclusion in the scrapbook
- Serve as member of the SVO
- Attend a Watertown School Board. meeting once per year to be introduced and give a SVO report
- Other duties as assigned.

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C. Secretary

Duties and powers of the Secretary:

- Record attendance at meetings
- Maintain an accurate record of organization meetings and ensure minutes are made available to representatives and the LATI community
- Maintain membership directory
- Attend a Watertown School Board meeting once a year to be introduced and give SVO report
- Prepare all written correspondence for the organization
- Communicate with representatives via email and send out notices of meetings
- Assist with publicity and promotion of SVO events
- Other duties as assigned.

D. Campus Activities Chair

Duties and powers of the Campus Activities chair:

- Schedule, set the agenda and chair campus activities planning meetings
- Responsible for creating and maintaining student content on the web page
- Produce monthly financial statement for the SVO
- Help to coordinate activities and find people to work them
- Will report to campus planning Advisors
- Other duties as assigned.

4.2 Succession

Should a SVO Officer's position become vacant during his/her term, the following shall take place:

- President—The Vice President shall fill the office of President, should that office become vacant.
- Vice President—The Secretary shall be offered the position of Vice President, should that office become vacant. If the Secretary declines, the office will then be offered to the Campus Activities Chair. If the Chair declines, an election will take place among the SVO membership to fill the position.
- Secretary—Should the office of Secretary become vacant, an election will take place among the SVO membership to fill the position.
- Campus Activities Chair— Should the office of Campus Activities Chair become vacant, the SVO's President shall appoint and the SVO membership will approve a replacement.

5.0 Advisor

The SVO's Advisor will be LATI Vice President. The Campus Activities advisors are appointed by the LATI President.

The Advisor is a non-voting member of the SVO. The duties and responsibilities of the advisor shall be as follows:

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- Attend meetings when invited
- Maintain communication with the officers
- Assist the representatives in adhering to the SVO Charter and Bylaws, if applicable
- Ensure that the organization is operating in conformity with Watertown School District 14-4, LATI and the Watertown School Board
- Officiate officer elections
- Give recommendations as to by-laws, procedures and historical precedents of the SVO

6.0 Meetings

Regular meetings of the organization shall be held once per quarter while classes are in session. These meetings may only be cancelled at the discretion of the SVO's President. All regular meetings are open to the student body. SVO members with two unexcused absences from the meetings may be replaced. The time and location of meeting will be published. There will be time at the end of each meeting set aside for campus activities planning. The meetings will run 1 hour maximum.

Special meetings of the organization may be called by the SVO's President. Special meetings are closed to any non-members of SVO, unless their presence is requested.

The Campus Activities subgroup of the organization may meet separately and conduct business in accordance with the subgroup's by-laws. While the Campus Planning Chair and Officers will be SVO members, the campus activities subgroup meetings and efforts will be open to all interested students.

7.0 Amendments

This charter shall be amended by a two-thirds (2/3) vote of the membership of the SVO at any regular or special meeting that has a quorum, or via email vote in which a quorum of SVO's members vote. All changes to the charter must have the approval of the Advisor.

Provision for advance notice of amendment shall be via email notification. The proposed amendment shall be announced at a regular meeting, and then voted on at the next regular meeting. In the event of changes, the updated charter must be submitted to the LATI Vice President.

DRAFTED: February 18 , 2008

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