

Student Life

Student Organizations Student Government

Specific information on the Student Government Association (SGA) can be found in the on-line handbook governing on-campus clubs and organizations, the SGA Constitution, and it is also available in the Office of the Dean of Student Affairs and Information Services. In addition to providing a mechanism for student involvement in institutional decision-making, student government at H. Councill Trenholm State Community College provides an educational experience. The SGA's primary purpose is to develop a sense of responsibility for adherence to accepted standards of group life. Secondly, the SGA's purpose is to demonstrate in actual living experiences the social skills required for responsible self government. The extent to which student self-governance is effective depends upon the degree to which students accept and perform their role in the process. Leadership development is an outcome of student self-governance. The Student Government Association, or members thereof, if involved in any incidents unbecoming of an H. Councill Trenholm State Community College Student Leader, can be impeached from office, as outlined in the constitution of the SGA. The constitution can be found on the college's website on the Student Affairs webpage, in the clubs' and organizations' manual.

Procedures To Establish Student Organizations

1. If the club/organization will be an Academic/ Career-Technical/Health Science program, then the Dean of either area would have to support by written application and constitution and by-laws to be submitted to the Dean of Student Affairs and Information Services for final approval. If the club/organization is independent of academic/ career-technical/health science areas, the group has to register with the Office of Student Services, make application, and submit for approval the organization's constitution and by-laws. The by-laws will include the organization's mission statement, measurable goals and objectives, articles of impeachment procedures, proposed activities, etc. All aforementioned should coincide with the college's mission and in keeping with the college's rules and regulations.
2. Submit a list of prospective members (charter members for new clubs/organizations) and the proposed faculty/staff advisor of the organization to the Office of the Dean of Student Affairs and Information Services
3. Complete and submit the registration form packet that is required of all student organizations.

Note: A list of active clubs and organizations and descriptions of such are available in the Student Organization's Manual via the institution's website in the Student Affairs section as well as in the Office of the Dean of Student Services. Procedures and rules for remaining active, sponsoring activities, reserving facilities, etc. are also available in the same areas.

Student Elected and Appointed Positions

H. Councill Trenholm State Community College provides opportunities for student- democratic governance, to play a vital role in the shaping of establishing a sound voice for reason while students matriculate to graduation. The following positions are attained by an election held by the Division of Student Services. All elected positions are secured in the spring semester. Persons elected and appointed to positions as outlined are required to attend mandatory trainings and camps that are scheduled by the Dean of Student Services. Elected and appointed persons cannot be found to be indignant on any computer generated social networks,

such as face book, snapchat, Instagram, bebo, etc., absent of judiciary infractions. The positions that follow are on institutional scholarship, and a brief description will be provided for some listed, detailing requirements for said positions:

Student Government President Elect-The student who is vying to become the Student Government Association President has to be a freshman entering the sophomore year; a student that if elected, cannot participate in any other major presidential elections at the college, namely Mr. or Miss Trenholm. The student has to have achieved at the time of election a cumulative grade point average (GPA) of 3.0 on a 4.0 scale. If elected, the student must maintain throughout tenure, aforesaid cumulative GPA. The student has to have and continue to exhibit high moral character, leadership capabilities to govern a cabinet, a commitment to academic honesty and excellence, commitment to the judicial process at Trenholm, a commitment to Trenholm, a commitment to the student body, a delightful personality and attitude among all constituents, a solid sense of governance, high level of dependability of students, administration, faculty, and staff, and a commitment to service initiatives. The successful elect will work very closely with the Dean of Student Affairs and Information Services.

Vice President-The Vice President is the student that has the second highest votes in the presidential election. The Vice President is the direct aid to the president and should exhibit all qualities and requirements as outlined in the president's description.

Chief of Staff-Executive Secretary-The position is for a freshman student, matriculating to sophomore year. The position is appointed by the Student Government Association President and the Dean of Student Affairs and Information Services, and should exhibit all qualities and requirements as outlined in the president's description.

Treasurer- The elected position is for a freshman student, matriculating to sophomore year. The position is elected by the student body during the presidential election and should exhibit all qualities and requirements as outlined in the president's description.

Public Information Officer-The position is appointed to an entering freshman by the Student Government Association President and the Dean of Student Affairs and Information Services. The position's sole function is to publicize via comprehensive media the projects, events, ideals, and beliefs of the SGA. The student seeking appointment should exhibit all qualities and requirements as outlined in the president's description.

Sergeant At Arms- The position is appointed to a freshman student matriculating to sophomore year by the Student Government Association President and the Dean of Student Affairs and Information Services. The position's sole function is to maintain order at all sanctioned SGA meetings and functions. The student seeking appointment should exhibit all qualities and requirements as outlined in the president's description.

Student Leadership Chairman- The position is appointed to a freshman student matriculating to sophomore year by the Student Government Association President and the Dean of Student Affairs and Information Services. The position's function is to establish a network of students in an effort to gather ideas and concerns about programming that the student body wants provided; to work closely with the president in providing workshops conducive to academia and social and cultural leadership, and to assist the Dean of Student Affairs and Information Services in materializing and implementing solid day and evening programming. The successful appointee must work along with the SGA president to serve with campus clubs and organizations to push their respective agendas. The successful appointee will recommend a cochair to the SGA president and Dean of Student Affairs and Information Services for approval. All functions of this position are to be cleared through the SGA president. The student seeking appointment should exhibit all qualities and requirements as outlined in the president's description.

Elected Campus Royalty

Mr. H. Council Trenholm State Community College Elect-The student who is vying to become Mr. Trenholm State Community College has to be a freshman male entering the sophomore year. A student, if elected, cannot participate in any other major presidential elections at the institution, namely Student Government Association President. The student has to have achieved at time of election a cumulative grade point average of 3.0 on a 4.0 scale. If elected, the student must maintain throughout tenure, aforesaid cumulative GPA. The student has to have and continue to exhibit high moral character, public speaking skills, leadership capabilities, a commitment to academic honesty and excellence, commitment to the judicial process at Trenholm, a commitment to Trenholm, a commitment to the student body, a delightful personality and attitude among all constituents, a solid sense of governance, high level of dependability of students, administration, faculty, and staff, and a commitment to service initiatives. The character of Mr. Trenholm has to yield to an acceptably groomed and neatly dressed appearance at all times; cannot have children; not being present in an inappropriate manner on social networks such as face book, snapchat, bebo, Instagram absent of judiciary infractions; must be registered to vote, and to avoid conflict at all times. The successful candidate must understand that his first priority of extracurricular activities is to the Division of Student Services. Unbecoming behavior and being seen in places unbecoming a student leader will result in automatic disciplinary proceedings that can result in de-throning and replacement with the alternate for Mr. Trenholm.

The election process is predicated on 75% of the popular student vote, and 25% of the process comes from a structured interview with a cabinet designated by the Dean of Student Affairs and Information Services. The interview is an important part of the process and can determine the outcome of the race. The successful elect will work very closely with the Dean of Student Affairs and Information Services.

Miss H. Council Trenholm State Community College Elect- The student who is vying to become Miss H. Council Trenholm State Community College has to be a Freshman female entering the sophomore year. A student, if elected, cannot participate in any other major presidential elections at the institution, namely Student Government Association President. The student has to have achieved at time of election a cumulative grade point average of 3.0 on a 4.0 scale. If elected, the student must maintain throughout tenure, aforesaid cumulative GPA. The student has to have and continue to exhibit high moral character, public speaking skills, leadership capabilities, a commitment to academic honesty and excellence, commitment to the judicial process at Trenholm, a commitment to Trenholm, a commitment to the student body, a delightful personality and attitude among all constituents, a solid sense of governance, high level of dependability of students, administration, faculty, and staff, and a commitment to service initiatives. The character of Miss Trenholm has to yield to an acceptably groomed and neatly dressed appearance at all times; cannot have children; not being present in an inappropriate manner on computer networks such as Facebook, snapchat, Instagram, and/or bebo, absent of judiciary infractions; must be registered to vote, and to avoid conflict at all times. The successful candidate must understand that her first priority of extracurricular activities is to the Division of Student Services. Unbecoming behavior and being seen in places unbecoming a student leader will result in automatic disciplinary proceedings that can result in de-throning and replacement with the alternate for Miss Trenholm. The election process is predicated on 75% of the popular student vote, and 25% of the process comes from a structured interview with a cabinet designated by the Dean of Student Affairs and Information Services. The interview is an important part of the process and can determine the outcome of the race. The successful elect will work very closely with the Dean of Student Affairs and Information Services.

Phi Theta Kappa Honor Society

Phi Theta kappa is the world's oldest, largest, and most prestigious honor society for two-year college students. The purpose of Phi Theta Kappa shall be to recognize and encourage scholarship among two-year college

students. To achieve this purpose, Phi Theta Kappa shall provide opportunity for the development of leadership and service, for an intellectual climate for exchange of ideas and ideals, for lively fellowship for scholars, and for stimulation of interest in continuing academic excellence.

To become a member of this honor society, a student must be on the Associate's Academic Track, and must have gained a 3.5 cumulative Grade Point Average, through one semester of full-time course work. The student must be enrolled full-time at the date of application. For more information, contact the office of the Dean of Student Affairs and Information Services.

Student Activities and Organizations

The faculty encourages extracurricular activities that develop individual initiative, group leadership, and cooperation. Student activities are faculty and/or staff supervised and must be approved by the College President. The College sponsors the following student organizations:

Student Government Association (SGA)

The College has an active Student Government Association. All members are involved in and concerned with the operation of the College. They provide a valuable communication link between faculty and administration and the student body. They are also responsible for fund-raising activities, helping with graduation ceremonies, and assisting in the recruitment of students. The officers of the SGA are elected annually.

Ambassadors

Ambassadors exist to enhance the College image and to assist the administration in hosting scheduled community events, as well as in attaining the goals of the College. This body of student leaders is devoted to exemplifying loyalty and service to the College. Ambassadors act as a resource by promoting a positive image, hosting events, and providing a fun, comfortable, enthusiastic atmosphere for students and administrators.

Social Functions

Social activities or other entertainment must be sponsored by recognized campus organizations. College facilities will be made available to organizations for such activities when possible. Activities should follow normal approval procedures (see Procedures for Approval of Campus Activities). Any student who brings a guest or visitor to the campus or to any College sponsored activity will be responsible for the conduct of the guest.

Official Recognition of Campus Organizations

I. Chartering Procedures

A. Formation of New Organizations

Any group wishing to organize on campus must receive permission from the Dean of Student Affairs and Information Services, the SGA and the President by submitting a written request to them. At the appropriate time, a constitution containing the following must be presented. The name of the organization:

1. A statement of purpose of the organization;
2. the membership eligibility requirements;
3. a list of chartering students;
4. a list of officers by title and any special functions of the office;
5. a statement of the terms of the officers, and the time and method of election;
6. frequency of meetings;
7. a statement of membership dues, including amount and frequency of payment and provision for disposition of any funds in the event of dissolution of the organization;
8. provisions for club advisors and name of club advisors.

B. Temporary Formation

Temporary formation will be given to organizations upon completion of the above stated regulations. The organization will be permitted to function for not more than one semester pending official charter approval.

C. Review and Approval

Three typewritten copies of the proposed constitution must be submitted to the Dean of Student Affairs and Information Services for suggestions, recommendations and approval. In the event that recognition is withheld, appeal may be made to the Dean of Student Affairs and Information Services. The President of the College will make the final approval decision. During the time that the application for recognition is being considered, or an appeal is being made, a group may not sponsor speakers or activities in the name of the proposed organization.

After receiving the approval of the Dean of Student Affairs and Information Services, the constitution must be submitted to the Student Government Association's Executive Committee for approval. At the beginning of each semester, each organization must submit a current list of officers, advisors and active members to the Dean of Student Affairs and Information Services.

Any change or amendment affecting the nature or purpose of the organization as originally approved must also be approved by the Dean of Student Affairs and Information Services. An up-to-date copy of the constitution must be on file in the Office of the Dean of Student Affairs and Information Services.

II. Club Advisors: Eligibility and Role

- A. All student organizations must have one qualified club advisor. When the membership exceeds fifty, organizations are urged to obtain an additional faculty advisor.
- B. Any faculty member or staff person with at least one year of service at the College may, with the approval of the Executive Vice President, serve as an advisor to a student organization.
- C. The Dean of Student Affairs and Information Services must approve any change in the club advisors. The Dean of Student Affairs and Information Services will make every attempt to rotate club advisors to allow all interested persons to serve in that capacity. Rotation of advisors will come at the end of each semester when possible. Persons with special talents needed for a particular club will be given preference.
- D. A faculty member or staff person who agrees to serve as a club advisor accepts responsibility for encouraging the organization in its mission and purpose. The advisor(s) will encourage the members to function according to the organization's constitution and bylaws. Advisors are responsible for the following:
 1. Policy and other college regulations pertaining to the student organizations and speakers;
 2. The constitution and purpose of the student organization that they are advising;
 3. The activities and the service projects of the organizations;
- E. Meetings will not be authorized or recognized unless attended by the advisor or a substitute duly approved by the Dean of Student Affairs and Information Services. The proceedings of meetings held with a substitute advisor must be reviewed by the advisor;

- F. Speakers and special programs sponsored by student organizations must have the formal approval of a club advisor and the Dean of Student Affairs and Information Services, in accordance with the standards set forth by the College;
- G. Written requests for activities (other than normal meetings) must be made in writing to the Dean of Student Affairs and Information Services at least thirty (30) days prior to the event;
- H. A request for outside speakers must be made in H. A request for outside speakers must be made in writing a minimum of thirty (30) days prior to the issuance of an invitation. (Forms are available in the Office of Admissions & Records (Bldg. F) on the Trenholm Campus.

III. Meetings

Recognized student organizations are required to hold their meetings on campus. The College facilities will be made available when possible. Special permission must be obtained from the Dean of Student Affairs and Information Services for off- campus meetings.

IV. Policies for Clubs and Organizations

Campus organizations shall be open to all students without respect to race, creed, national origin, sex or disability. All clubs and organizations must conform to the laws and policies of the State of Alabama, the ACCS Board of Trustees, Trenholm State Community

College and the Student Government Association (SGA). No club or organization shall interfere or support interference with the regular academic pursuit of any student. No club or organization shall cause or encourage non-attendance of classes or campus activities without prior consent of proper College officials. In addition, the clubs or organizations will not encourage any action that might cause disrepute to a student, instructor or college activity.

V. Procedure for Approval of College Activities

The following procedures are required to receive approval of activities other than on-campus regularly scheduled meetings:

- A. Submit a memo to the Dean of Student Affairs and Information Services. A request to hold an activity must be made a minimum of thirty (30) working days prior to the proposed events. A request for off-campus speakers must be made a minimum of thirty (30) working days prior to the issuance of an invitation.
- B. Dean of Student Affairs and Information Services will notify the approval or disapproval with reasons stated no later than twenty (20) working days prior to the proposed event or the issuance of an invitation.
- C. If the organization does not agree with the ruling of the Dean of Student Affairs and Information Services, the organization may appeal the decision to the Dean of Student Affairs and Information Services and President. The President of the College will issue the final decision.

VI. Visiting Speaker Policy

The College has established the following procedures:

- A. An outside speaker (one who is not a registered member of the student body, faculty or staff of this College) may be invited to speak on campus only by a College recognized student, faculty organization, staff organization, or administrator.
- B. The officers of such an organization sponsoring an outside speaker shall assume full responsibility for making the necessary arrangements, paying all expenses and preserving the peace and dignity of participants in the scheduled event. Any responsible officer who willfully violates this policy may become subject to appropriate disciplinary actions.

- C. Request forms for visiting speakers are available in the Student Activities Staff Assistant's Office in Building F on the Trenholm Campus. Completed forms must be submitted to the Dean of Student Affairs and Information Services for approval. If approved, notices and printed material pertaining to the speaker will include:
 - 1. The name of the sponsoring organization and shall not contain any implication that the speaker or event is sponsored by the College.
 - 2. Placed only in locations approved by the Dean of Student Affairs and Information Services.
- D. Printed materials must be removed by the sponsoring organization within 24 hours following the scheduled event.