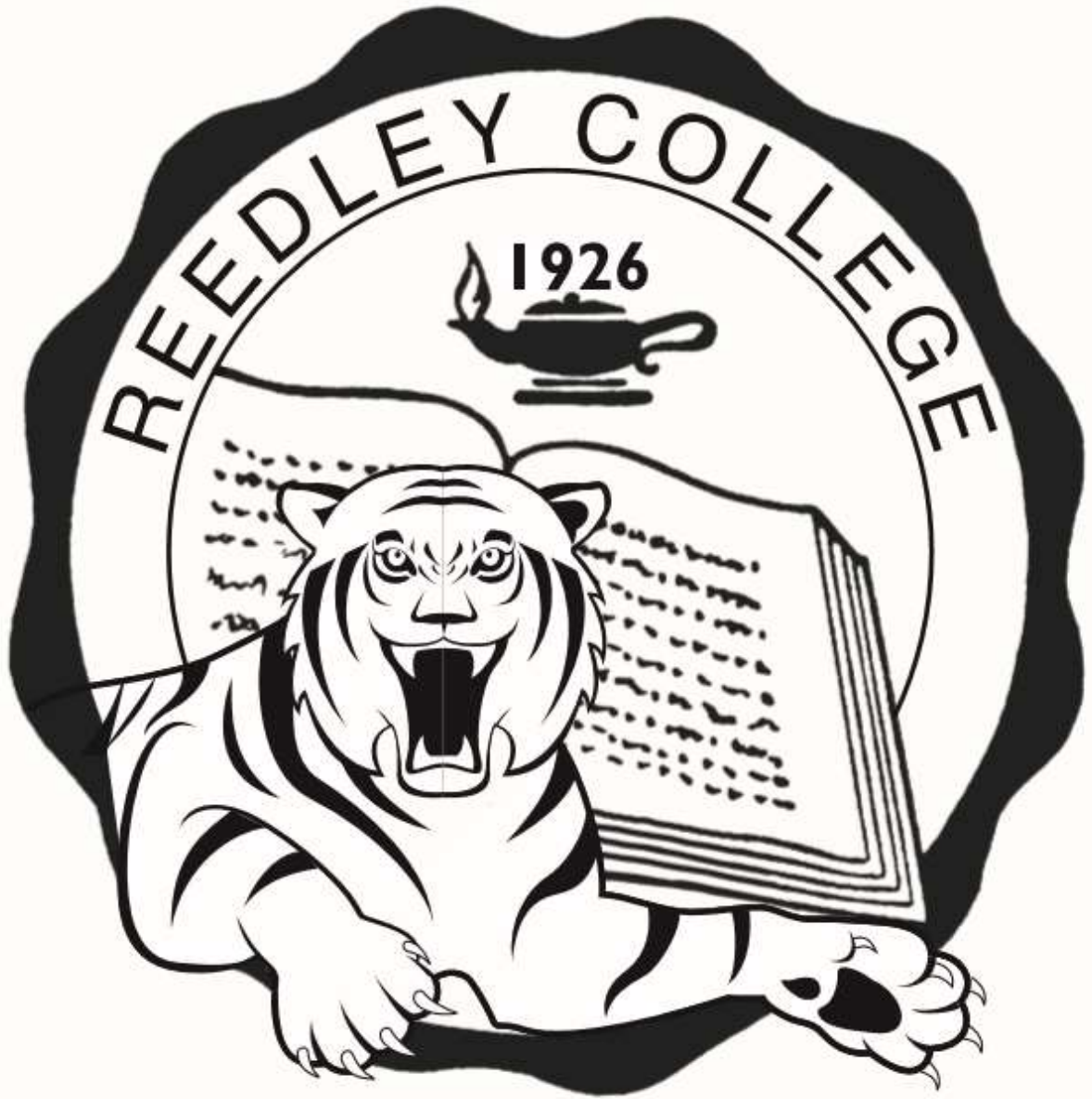


Reedley College A. S. G.



Constitution

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Constitution

Article I: Preamble

We, the students of Reedley College, establish this Constitution of the Reedley College Associated Student Government to organize as a self-governing body to serve as advocates and assume the powers and cooperative responsibility delegated to us by the President of Reedley College and the Board of Trustees of the State Center Community College District. The Student Body is composed of unique and diverse individuals and groups of individuals united by common needs and interests.

This Association is established in order to ensure fair and equal treatment for all students; to provide a voice for the Student Body in the development of College policy and in the use of College Funds; to encourage academic and social involvement; to further cooperation and communication between students, faculty, classified staff, administration, and the community; to create and maintain adequate scholastic, social, cultural, and political activities in the furtherance of student welfare; and to promote the general academic achievement and life-long success of all students at Reedley College.

Article II: Name, Colors & Mascot

The name of this Association shall be the "Reedley College Associated Student Government.", and shall hereinafter be referred to as the RCASG. Our colors shall be Orange and Black. Our mascot shall be the Tiger.

Article III: The Association

Section 1. Mission

The Reedley College Associated Student Government is to be the official voice for the students at Reedley College and to ensure that the students are represented in all matters of the participatory governance. Through lobbying, advocacy, and student representation, the Association ensures a supportive educational environment while promoting unity and cooperation with students, faculty, staff, classified staff, and administration. It is the intent of the Association to promote campus life, student involvement, and engagement.

Section 2. Authority

The Association and its Officers recognize that the authority and powers of the Association are derived from the President of Reedley College. As a result, the Association serves in an advisory capacity and operates under the oversight of, and at the discretion of, the President of Reedley College and advisors.

Section 3. Governing Body

A. The Association shall be jointly governed by the following three (3) branches:

1. The Executive Branch, herein referred to as the “Executive Board”;
2. The Legislative Branch, herein referred to as the “Senate”; and
3. The Judicial Branch, herein referred to as the “Judicial Board”.

Section 4. Fiscal Authority

The Association shall follow all State Center Community College District and Reedley College fiscal policies and procedures when expending and collecting Association funds. Any and all RCASG funds expended or allocated must have the approval and confirmation from the RCASG Advisor. RCASG Officers or subsidiary employees do not have authority to enter into contracts or to make purchases themselves or on behalf of RCASG or Reedley College, but may seek to do so by working through the RCASG Advisor.

Article IV: Membership

Section 1. Association Members

- A. Any individual who is registered at Reedley College, and pays the SRF (student representation fee) is a member of the Association and is entitled to representation by the RCASG.
- B. The “Student Body” is referred to as the collective of Association members.
- C. Members are entitled to
 1. Admission to RCASG sponsored events and services, free or at a reduced rate;
 2. The right to hold office, both elected and appointed, as long as the student is in good standing with Reedley College:
 - i. Academic Standing (i.e. not on Academic Probation or Disqualification per SCCC Board Policy);
 - ii. Registration Holds (i.e. not prevented from registering with the College per SCCC Board Policy);
 - iii. Student Conduct (i.e. not in violation of standards of appropriate behavior as defined by SCCC Board Policy);
 - iv. Financial Obligations (i.e. funds due to the College Business Office); and
 - v. The RCASG Bylaws.
 3. Vote(s) in all Student Body elections;
 4. Membership in registered student organizations at Reedley College, in accordance with the membership rules prescribed by the constitutions of said organizations;
 5. Any other privileges which shall be prescribed by the RCASG Bylaws.

Section 2. Discrimination Clause

No member will be denied membership on the basis of national origin, religion, age, sex, gender identity, race, color, medical condition, ancestry, sexual orientation, marital status, physical, psychological, or learning disability, or because is perceived to have one or more of the foregoing characteristics.

Section 3. Term of Office

- A.** The term of all Executive Officers and Senators shall begin on June 1st and end by May 31st of the following year, which shall herein be referred to as the “Current Term”.
- B.** The term of any appointed or specially elected Executive Officers and Senators shall end at the close of The Current Term.
- C.** No Executive Officers may hold more than one (1) office simultaneously.
- D.** No person may run for more than one (1) office at each election.
- E.** No Executive Officers may hold the same office for more than four (4) instructional semesters (fall and spring).

Section 4. Eligibility to hold Office

- A.** All Executive Officers and Senators of the Association, at the time of their election or appointment and throughout their terms, shall meet the general qualifications as follows:
 - 1.** Must maintain a cumulative Reedley College grade point average of at least 2.00 for the duration of The Current Term and
 - 2.** Must maintain a minimum credit load of six (6) units per fall and spring instructional semesters for the duration of The Current Term.
 - i.** With the exception of graduating students that need one or two more classes below six units in a single semester and still maintain a 2.0 or higher GPA.
 - 3.** Must possess a Tiger-1 Card.
 - 4.** Positions of President, Executive Vice President and Legislative Vice President, Parliamentarian, Student Trustee/ Student Rep, and ICC President must have a minimum previous experience thirty (30) days within the association.
- B.** Failure to be in good standing with Reedley College or to meet the minimum eligibility requirements for office at any point in the Officer’s Current Term may result in immediate removal from office by the RCASG Advisor or Reedley College Administration.
- C.** The elected and appointed members of the Association collectively shall be referred to as “RCASG Executive Officers and Senators.”

Section 5. Oath of Office

Before entering into office, all members of the RCASG shall take the following oath or affirmation: “I, *states name*, do solemnly swear (or affirm) that I will support the Constitution of the Reedley College Associated Student Government; that I take this obligation freely, without any mental

reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office into which I am about to enter.”

Section 6. Advisor

The Advisor to the Association, who shall be appointed by the College President or designee, shall not be a member of any RCASG Student Body and shall act in an advisory capacity without a vote in the Senate.

The Advisor (or the College President or designee) shall review and approve actions by the Association or its officers and members. The Advisor may work with all RCASG Executive Officers and Senators to address performance related concerns as part of the learning experience that is student participatory governance. The RCASG has the right to appeal all decisions made by the RCASG Advisor, to the College President or designee. Ultimate review and approval of the actions and omissions of the Association and each of its subsidiaries remains with the President of Reedley College and the designee.

Article V: Executive Branch

Section 1. Authority

The executive power of the Association shall be vested in the Executive Board. The Executive Officers of the Association shall be charged with implementing all Resolutions, Bills and Bylaws which are passed by the Senate.

Section 2. Executive Cabinet

A. The Executive Board of the Association shall be composed of the following:

1. President, ex-officio
2. Executive Vice President, ex-officio
3. Legislative Vice President, ex-officio
4. ICC President, ex-officio
5. Communications Officer, ex-officio
6. Treasurer, ex-officio
7. Secretary, ex-officio
8. Parliamentarian, ex-officio
9. SCCC Student Trustee/ Student Representative, ex-officio
10. RCASG Advisor, ex-officio

Section 3. Powers of the Executive Board

A. Executive Officers shall have the power to:

1. Provide support to programs from the faculty, administration, classified staff, or community if those programs are aligned with the expressed interests of the Senate.

Section 4. Duties of the Executive Board

A. It shall be the duty of the Executive Officers to:

- 1.** Implement activities, plans, and programs that have been mandated by the Senate;
- 2.** Coordinate the efforts of the RCASG Officers in order to maintain a functioning and effective Association;
- 3.** Strive to keep the RCASG Senators and the Student Body informed of issues relevant to the Association;
- 4.** Engage with faculty, administration, classified staff, and the community in order to coordinate their efforts with the efforts of the Association;
- 5.** Be the public face of the Association, representing the will of the Student Body in dealings with faculty, administration, classified staff, and the community.

Section 5. Regulations

A. Executive Officers may not spend any RCASG funds that the Senate has not already allocated and all funds must be confirmed and approved by the RCASG Advisor before initiating.

B. Executive Officers must obey this Constitution, RCASG Bylaws, and Resolutions in all actions they take as RCASG Officers.

C. Executive Officers must comply with District and Reedley College policies, procedures, and any applicable laws in all actions taken.

D. Improper use of Association funds or irresponsible behavior as a RCASG Officer may result in censure by the Judicial Board and/or in punishment by the Reedley College Administration, following an investigation conducted by these bodies.

Section 6. The Office of the President

A. The powers and duties of the President:

- 1.** Shall be the Chief Executive Officer for the Association;
- 2.** Shall chair meetings of the Senate;
- 3.** Shall act as the Chair of the Executive Cabinet;
- 4.** Shall have the power to appoint all Executive Officers, upon confirmation and approval from the Senate and the RCASG Advisor;
- 5.** Shall have the power to induct senators, upon confirmation and approval from the Senate and the RCASG Advisor;
- 6.** Shall have the authority to veto Senate legislation;
- 7.** May serve as an ex-officio member of all RCASG Departments;
- 8.** Shall have the authority to make agreements with the approval of the Senate and the RCASG Advisor;
- 9.** Shall perform all other duties as outlined in the Bylaws;
- 10.** Shall serve as the Delegate of the SSCCC or appoint one if deemed necessary.

11. Shall be responsible for preparing agendas for meetings of the Senate;
12. May pass the responsibility of chairing the Senate meetings to the Executive Vice President temporarily to allow the President to deliberate or propose legislation in accordance with Roberts Rule of Order. If the Legislative Vice President does not accept the chair in these instances, the President must retain the chair; and
13. Shall have the authority to call a meeting of any Association Body, with the approval of the RCASG Advisor.

Section 7. The Office of the ICC President

A. The powers and duties of the Director of Student Organizations:

1. Shall be the Director for the Student Clubs and Organizations;
2. Shall be the Chair of the Inter-Club Council;
3. Shall be responsible for preparing and posting agendas for ICC meetings;
4. Shall have the power to appoint the executive officers of the ICC with consent of the ICC;
5. Shall perform all other duties as outlined in the Bylaws;
6. Shall sit on the Executive Cabinet; and
7. Shall perform all other duties as outlined in the ICC Constitution and Bylaws.

Section 8. The Office of the Executive Vice President

A. The powers and duties of the Executive Vice President:

1. Shall be the Director for the Department of External Affairs;
2. Shall serve as the Delegate of the SSCCC if delegated by the president;
3. Shall sit on the Executive Cabinet; and
4. Shall perform all other duties as outlined in the Bylaws.

Section 9. The Office of the Treasurer

A. The powers and duties of the Treasurer:

1. Shall be the Director for the Department of Finance;
2. Shall be responsible for filling out paperwork and reporting the monthly budget;
3. Shall be responsible for preparing and posting accurate budgets of all expenditures;
5. Shall submit a proposed annual budget to the Senate;
6. Shall be the chair of the finance committee;
6. Shall sit on the Executive Cabinet; and
4. Shall perform all other duties as outlined in the Bylaws.

Section 10. The Office of the SCCCD Student Trustee/ Student Representative

A. When a Reedley College student is selected to serve, in addition to being a resident of the district, they shall be enrolled at Reedley College and shall be under the recall by the students enrolled in the community colleges of the district in accordance with procedures prescribed by the governing board. The Student Trustee/ Representative shall be required to be enrolled in at least six (6) units and maintain the minimum standards of scholarship for community college students, as prescribed by the community college district, throughout the appointment.

B. The powers and duties of the SCCCD Student Trustee/ Representative

1. Shall voice the opinion of the Student Body to the SCCCD Board of Trustees;
2. Shall meet with the other student representatives within the SCCCD to create reports and address issues within the districts and campuses;
3. Shall have knowledge of college governance, the community college environment, and parliamentary procedure;
4. Shall sit on the Executive Cabinet; and
5. Shall perform all other duties as outlined in the Bylaws.

Section 11. The Office of the Communications Officer

A. The powers and duties of the Communications Officer:

1. Shall maintain and update all social media websites;
2. Shall ensure that all meeting materials are disseminated to the senate prior to the meeting;
3. Shall be responsible for updating campus bulletin boards with information relevant to the association;
4. Shall be responsible for posting the agendas and minutes in a twenty-four (24) hour accessible area;
5. Shall work with the RCASG president to communicate the correspondences of the RCASG;
6. Shall maintain an updated contact sheet and directory of the RCASG membership;
7. Shall serve as chair of the communication committee;
8. Shall communicate with the Reedley College Public Information Officer to disseminate information of the RCASG to the college and the community; and
9. Shall perform all other duties as outlined in the Bylaws.

Section 12. The Office of the Secretary

A. The powers and duties of the Secretary:

1. Shall record all minutes of the RCASG meetings;
2. Shall work closely with the RCASG President to create agendas for all the RCASG meetings;
3. Shall keep accurate records of the of attendance during the RCASG meetings;

5. Shall work with the Communications Officer to ensure that all of the minutes of all meetings are distributed within three (3) days following approval.
9. Shall perform all other duties as outlined in the Bylaws.

Article VI: Legislative Branch

Section 1. Authority

The legislative power of the Association shall be vested in the Senate. All actions taken by the Senate are empowered and limited by the policies of Reedley College and the RCASG.

Section 2. Membership

- A. The Legislative Officers shall be as follows:
 1. Legislative Vice President
 2. Senators
- B. The Parliamentarian and RCASG Advisor shall be a non-voting member of the Senate to maintain parliamentary procedures and order.

Section 3. Powers of the Senate

- A. The Senate shall have the power to:
 1. Establish an annual budget and make appropriations from Association funds as approved by the RCASG Advisor;
 2. Make appointments where applicable;
 3. Override the President's veto by two-thirds (2/3) affirmative vote of its total membership;
 4. Override decisions of the Judicial Board by two-thirds (2/3) affirmative vote of its total membership, except in cases of constitutional interpretation;
 5. Create and dissolve Senate committees, with the exception of those that are constitutionally mandated;
 6. Draft and amend the RCASG Bylaws;
- B. The Senate shall not do the following:
 1. Rescind bills, once signed.
- C. No Association Body besides the Senate shall have the powers listed above. Only the Senate can produce legislation, allocate funds, and create committees or departments.

Section 4. Duties of the Senate

- A. The Senate shall have the following duties:
 1. To work to effectively represent the Student Body in the Participatory Governance process;
 2. To allocate funds for the Association business and events;
 3. To hear and discuss issues and concerns that are relevant to the Student Body;

4. To receive oral reports on participatory governance and RCASG committees and departments.
 5. Shall be required to fulfill at least two hours a week towards their duties;
 6. Submit weekly reports twenty four (24) hours prior to the RCASG meeting;
 7. Shall serve on two (2) RCASG committees;
 8. Shall serve on at least one (1) faculty constituency committee; and
 9. Shall perform all other duties as outlined in the Bylaws.
- B.** The Senate shall be able to produce, deliberate on, and approve the following types of legislation, so long as the legislation does not conflict with College, District, State, or Federal regulations and/or policies:
1. Resolutions, which require a simple majority vote (50% + 1) to pass, address legislation for the general welfare of the Association and do not conflict with the RCASG Constitution or any of its Bylaws.
 2. Bills, which require a two-thirds (2/3) majority vote to pass, alter, or nullify, establish formal policy in areas not explained or covered by this Constitution.

Section 5. The Office of the Legislative Vice President

- A.** The powers and duties of the RCASG Legislative Vice President:
1. Shall appoint student members to all College and District committees with the approval of the Senate;
 2. Shall perform the duties of the Executive Vice President at such time as the Executive Vice President is unable or unwilling to perform them;
 3. In the event of a vacancy in the office of the Executive Vice President, the Executive Vice President shall have the first opportunity to accept or decline the office of Executive Vice President;
 4. Shall be the chair of the governments relations committee;
 5. Shall represent the Senate in accordance with the majority will of the Senate;
 6. Shall cast a vote in the case of a tie or in those instances when not serving in the capacity of the chair of a meeting;
 7. To act as a liaison between the Senate and the Executive Branch; and
 9. Shall perform all other duties as outlined in the Bylaws.

Section 7. The Office of the Senators

- A.** The powers and duties of a Senator:
1. Shall be the voice of the general student population;
 2. To act as a liaison between the constituents and the Association;
 3. Shall determine the effective use of Association funds and the overall budget;
 4. Shall have the right to propose legislation to the Senate;
 5. Shall be voting members of the RCASG committees;

6. Shall be an active member of those Participatory Governance committees to which they are appointed;
7. Shall be a voting member of the Senate; and
8. Shall perform all other duties as outlined in the Bylaws.

Section 8. Standing Committees

- A. The Senate shall have a system of Standing Committees.
- B. Creation and management of the Senate Standing Committees shall be outlined in the RCASG Bylaws.
- C. A Standing Committee shall be created by a two-thirds (2/3) vote in the Senate, and its purpose shall be set forth in the Bylaws at that time.
- D. A Standing Committee may be dissolved by a two-thirds (2/3) vote in the Senate or as prescribed by the legislation.
- E. Each Standing Committee must have a Bylaw, which describes the committee's purpose, power, limitations, and possibly membership. Any formal action taken by a Standing Committee must be reported to the Senate at the next meeting of that body.
- F. The Chair of each Standing Committee shall be appointed, with the approval of the Senate if it is not designated within the constitution.
- G. The constitutional mandated Senate Standing Committees shall be as follows:
 1. Governmental Relations Committee
 2. Finance Committee
 3. Communications Committee
 4. Events Committee
- H. No fewer than three (3) Senators shall serve on each committee.
- I. The Chair shall vote only when it affects the outcome of the vote.

Section 9. Ad-hoc Committees

- A. The Senate may create Ad-hoc Committees at any time with a Resolution, which will explain the purpose of the Committee.
- B. Ad-hoc Committees shall have no power, but shall be a forum for discussion of issues relevant to RCASG business.
- C. Ad-hoc Committees shall be automatically dissolved at the end of the Current Term.

Section 10. Apportionment of Senate Seats

- A. The Senate shall be composed of no more than twelve (12) Senators-at-large, who shall be elected to serve one Current Term.
- B. Senate may set the apportionment, names, and designation of Senators, with approval of the RCASG Advisor, every year before the General Elections in the spring instructional semester.

Article VII: Judicial Board

Section 1. Authority

The Judicial Board shall be vested with all judicial powers of the Association. All decisions made by the Judicial Board are empowered and limited by the policies of the State Center Community College District and Reedley College, and subject to the review and approval of the College President or designee.

Section 2. Membership

A. The Judicial Board shall be composed of the following Officers:

1. The Parliamentarian, who shall be the Chair of the Judicial Board.
 - i. If absent, the Parliamentarian may designate any voting member of the Judicial Board to be a substitute chair for the duration of the meeting.
 - ii. If no substitute chair is designated, the Board shall elect a temporary chair from its voting membership for the duration of the meeting.
2. Four (4) "Governmental" Senators with voting privileges shall be appointed by the RCASG President, upon confirmation and approval from the Senate and the RCASG Advisor.
3. The RCASG Advisor will serve as an ex-officio member as well as be aware of all matters relating to the Judicial Board.

Section 3. Powers of the Judicial Board

A. The Judicial Board shall have the power to:

1. Determine the constitutionality of RCASG actions or legislation in consultation with the RCASG Advisor;
2. Approve, reject, or revoke the constitutions of registered Student Organizations based on their adherence to the policies of the Association and its Bylaws;
3. Investigate any contested election and render a decision thereon following petition by any member of the Student Body;
4. Investigate grievances between RCASG Officers and recommend proper courses of action in response to those grievances;
5. Investigate potential violations of the Constitution and its Bylaws and determine proper courses of action in response to these violations.
6. Censure or impeach any RCASG Officers whose actions are in violation of this Constitution or its Bylaws, with the approval of the RCASG Advisor.

Section 4. Duties of the Judicial Board

A. The Judicial Board shall have the following duties:

1. To ensure that all actions taken and legislation produced by the RCASG and its subsidiaries are in accordance with the Constitution and its Bylaws;
2. To interpret the Constitution and its Bylaws;

3. To resolve any conflicts between documents and/or actions approved by the RCASG;
4. To enforce the requirements of the Constitution and its Bylaws and determine proper action in case of violations;
5. To follow the applicable provisions of SCCCD with respect to Reedley College disciplinary proceedings; and
6. Shall perform all other duties as outlined in the Bylaws.

Section 5. The Office of the Parliamentarian

A. The powers and duties of the Parliamentarian:

1. Shall be the Chair of the Judicial Board;
2. Shall not be a voting member of the Executive Board and association;
3. Shall vote only when it affects the outcome of a Judicial Board decision;
4. Shall be charged with enforcing the Constitution and Bylaws and any laws for the Association; and
5. Shall perform all other duties as outlined in the Bylaws.

Section 6. Interpretation of Association Documents

A. The Judicial Board shall be responsible for interpreting the Constitution and its Bylaws. Any member of the Student Body may request that the Judicial Board investigate the constitutionality of a particular document or action.

B. Decisions made by the Judicial Board in the interpretation of the Constitution shall be made in consultation with the RCASG Advisor, and must receive written approval by the RCASG Advisor in order to take effect.

C. Judicial Board interpretations of the Constitution and its Bylaws, which are approved by the RCASG Advisor, may not be overturned by the Senate.

Section 7. Sanctions

A. Before any RCASG Officer is reviewed by the Judicial Board, the concerns must be brought to the attention of the RCASG Advisor who will in turn initiate a review and conference of said Officer.

B. The Judicial Board, with the approval of the RCASG Advisor, may only issue sanctions or decisions that have been explicitly prescribed by the provisions of this Constitution or its Bylaws.

C. Any sanctions issued by the Judicial Board may be overturned by a two-thirds (2/3) vote in the Senate.

D. Sanctions of Censure

1. Shall be a public record of an Officer's failure to fulfill the requirements of said office;

2. Shall be recorded in the minutes of the meeting during which the Censure was issued; and

3. Shall not result in any loss of privileges, powers, or financial compensation.

E. Sanctions of Impeachment

1. Shall remove the impeached individual from said office, thus halting all privileges, powers, and financial compensation drawn from that office;

2. Shall be recorded in the minutes of the meeting during which the Impeachment was issued; and

3. Shall not result in any penalties beyond removal from office.

F. The following actions shall be grounds for censure and/or impeachment:

1. Failure to maintain the minimum eligibility requirements for office outlined in this Constitution and its Bylaws;

2. Substantial neglect of duties and responsibilities, as established in this Constitution and its Bylaws;

3. Violations of this Constitution, the RCASG Codes, or Senate legislation and policies;

4. Conviction of malfeasance or failure to discharge the powers and duties of the respective office; and

5. Absence from any four (4) or more official Association meetings without a valid written excuse.

i. Two (2) unexcused tardies are equivalent to one (1) absence.

ii. The validity of an excuse shall be determined immediately following roll call on the date of the absence by the Chair.

Section 8. Censuring

A. In order to issue a censure, the Judicial Board must:

1. Inform the Senate and the Student Body of the Judicial Board's intent to censure at least two (2) weeks prior to the hearing;

2. Provide the defendant with the opportunity to defend at the hearing;

3. Receive sufficient documented or testimonial evidence to establish the responsibility of the defendant;

4. Hear the testimony of all members of the Student Body who attend the meeting of the Judicial Board and wish to speak; and

5. Follow the prescriptions of this Constitution and any relevant Bylaws in determining the proper course of action.

Section 9. Impeachment Hearings

A. The Senate shall have the power of impeachment and to try all impeachments.

B. In order to issue an impeachment, the Judicial Board must:

1. Inform the Senate and the Student Body of the Judicial Board's intent to censure and/or impeach at least two (2) weeks prior to the hearing;
 2. Provide the defendant with the opportunity to defend at the hearing;
 3. Receive sufficient documented or testimonial evidence to establish the responsibility of the defendant;
 4. Hear the testimony of all members of the Student Body who attend the meeting of the Senate and wish to speak;
 5. Follow the prescriptions of this Constitution and any relevant Bylaws in determining the proper course of action.
- C. Any RCASG Officer may be removed from office by a three-fourths (3/4) vote of the total voting membership of the Senate and with the written approval of the RCASG Advisor.
- D. No Officer shall be removed from office before they are given an opportunity to address the Senate in an open meeting.
- E. The Parliamentarian shall preside over impeachments of Legislative or Executive Officers.
- F. The Legislative Vice President shall preside over impeachments of Judicial Officers.
- G. Judgment in cases of impeachment shall not extend further than removal from office, and disqualification to hold any office of honor, trust, or profit within the Association with approval from the RCASG Advisor.

Article VIII: Transaction of Business

Section 1. Location of Business

The principal location for the transaction of Association business shall be the Student Center of Reedley College. RCASG Officers have the option to appear remotely by any means of telephonic or other communication through which the participants may simultaneously hear each other during the conference. Under special circumstances, meetings may be held in other locations, if prior notice is given in accordance with the Ralph M. Brown Act.

Section 2. Association Meetings

- A. All official meetings of the Association must be conducted in the presence of the RCASG Advisor.
- B. All official meetings shall be held in accordance with the Ralph M. Brown Act and SCCC policies.
1. Agendas for regular meetings shall be posted seventy-two (72) hours prior to the start of the meeting.
 2. Agendas for special meetings shall be posted twenty-four (24) hours prior to the start of the meeting.

3. Agendas for emergency meetings shall be posted one (1) hour prior to the start of the meeting.
 4. All meetings shall be open to the general public.
- C. Quorum must be established for all official meetings.
- D. Any meeting of the RCASG Body shall be called upon by the Chair or at the request of at least twenty-five percent (25%) of the total voting members of that Body.
- E. Absentee voting shall not be permitted during official meetings.

Section 3. Body of the Senate Meetings

- A. The President shall be the Chair of the Senate. The Chair shall vote only when it affects the outcome.
1. If absent, the President may designate the Executive Vice President to be a substitute chair for the duration of the meeting.
 2. If no substitute chair is designated, the default substitute shall be the Legislative Vice President.
- B. The Senate shall meet at least every week during the instructional semesters, not including non-instructional weeks of a semester, holiday breaks, or the week of Final Exams.
- C. Special meetings of the Senate shall be called by the President upon the written request of any twenty-five percent (25%) of the voting members of the Senate.
- D. A quorum to do any business of the Senate is two-thirds (2/3) vote of the total membership of the Senate.

Section 4. Parliamentary Procedure

- A. The Association shall conduct its affairs and official meetings in according to the parliamentary law as set forth in the most current edition of Robert's Rules of Order, Newly Revised: Simplified and Applied.
- B. Robert's Rules of Order shall be observed where this Constitution, its Bylaws, the Ralph M. Brown Act, or other legislation does not explicitly set forth procedure.

Article IX: Elections

Section 1. Appointments, and Vacancies Elections

- A. All Association elections shall be administered by an Elections Committee, chaired by and appointed Elections Commissioner and the RCASG Advisor.
- B. The details of Association Elections shall be found in the RCASG Bylaws.
- C. A general Student Body election shall be conducted in Spring Semester of each year. An election will be held no fewer than six (6) instructional weeks or more than ten (10) instructional weeks prior to the close of the Spring Semester.
- D. The following shall be positions which may be filled by the general Student Body election:

1. President
2. Executive Vice President
3. Legislative Vice President
4. ICC President
5. Senators

Section 2. Appointments

- A. The Senate may appoint qualifying members of the Student Body to fill any positions which were not filled by the general Student Body election.
- B. The following positions can be appointed by the President with approval from the RCASG Advisor, and confirmation from the Senate:
 1. Communications Officer
 2. Treasurer
 3. Secretary
 4. Parliamentarian
 5. SCCCD Student Trustee/ Student Representative
 6. Any other positions prescribed by the Bylaws.

Section 3. Vacancies within the Association

- A. Presidential Vacancy
 1. In the event of a vacancy in the Office of President, the President shall be succeeded by the Executive Vice President for the remainder of the Current Term. The Senate shall establish the further lawful succession order within the Bylaws.
- B. Executive Vice President Vacancy
 1. In the event of a vacancy in the Office of the Executive Vice President, the Executive Vice President shall be succeeded by the Legislative Vice President for the remainder of the Current Term. The Senate shall establish the further lawful succession order within the Bylaws.
- C. Vacancy of the President, Executive Vice President and Legislative Vice President
 1. In the event of simultaneous vacancies in the Offices of President, Executive Vice President, and Legislative Vice President, the Senate shall elect a President Pro Tempore by a majority vote of those members present at the next regular or special meeting. The President Pro Tempore shall hold office until a new President is elected in a special Student Body election during the Fall or Spring Semester, which shall be held no sooner than fourteen (14) instructional days and no later than thirty (30) instructional days following the certification of the vacancy.
- D. Officer Vacancies
 1. If an Office is vacant, the RCASG Advisor must solicit and accept applications for no fewer than two (2) instructional weeks. Submitted Legislative applications must be reviewed by the Legislative Vice President, while the submitted Executive

or Judicial applications must be reviewed by the President. All recommendations must be approved by the RCASG Advisor and made available to the Senate for appointment. The Senate shall appoint individuals to fill the vacancies for the remainder of the Current Term by majority approval of its total voting membership.

E. Temporary Appointments

1. If an Executive or Judicial Office is vacant, the President, with the approval of the RCASG Advisor, may make a temporary appointment to the vacant position. Applications need not be solicited for a temporary appointment. Temporary appointments shall last no more than twenty (20) instructional days.

Article X: Recall and Initiative

Section 1. Recall

A. Recall legislation gives the Student Body the power to remove any currently elected member of the ASG from office.

B. The procedure for such legislation is as follows:

1. Upon submission of a petition carrying the signatures and Student Identification Numbers of two-hundred (200) members of the Student Body to the Judicial Board, a special election shall be called to recall any elected RCASG Officer.

2. Upon receipt of such petition, the Judicial Board shall submit the petition to the RCASG Advisor for verification within ten (10) instructional days.

3. Upon receipt of the verified petition from the RCASG Advisor, such recall legislation shall be submitted to the Student Body at an election within twenty (20) instructional days.

4. More than half of the number of students who voted in the previous election of the Officer to be recalled is required to pass a recall legislation.

Section 2. Initiative

A. Initiative legislation gives the Student Body the power to enact a resolution or bill to be implemented by the Officers of the RCASG.

B. The procedure for initiative legislation is as follows:

1. Upon submission of a petition carrying the signatures and Student Identification Numbers of two-hundred (200) members of the Student Body to the Judicial Board and upon verification of those Student Identification by the RCASG Advisor, the initiative legislation shall be submitted to the Senate for review.

2. Such legislation shall also be submitted to the Judicial Board within ten (10) instructional days. The Judicial Board shall make the final declaration of legality in consultation with the RCASG Advisor within ten (10) instructional days.

3. If declared a constitutional amendment, such initiative legislation shall require the written approval of the President of Reedley College, or designee, prior to the

amendment being submitted to the Student Body for approval by majority vote during an election.

4. More than half of the number of students who voted in the previous election is required to pass an initiative legislation.

Article XI: Association Documents

Section 1. Proposal of Constitutional Amendments and Bylaw Changes

A. Constitutional Amendments or changes to RCASG Bylaws may be proposed either through initiative legislation or by the Senate.

B. Constitutional Amendments from the Senate shall require a (2/3) affirmative vote of the total voting membership of the Senate in order to be proposed.

C. Constitutional Amendments or changes to RCASG Bylaws proposed through initiative legislation must be accompanied by a petition bearing signatures and Student Identification Numbers of two-hundred (200) members of the Student Body before the RCASG Advisor may place them upon the ballot for approval by the Student Body.

D. Any proposed amendments to this Constitution shall require the written approval of the President of Reedley College, or advisor, prior to the amendment being submitted to the Student Body for approval by majority vote during an election.

Section 2. Constitutional Amendments

A. This Constitution may be amended at any special or regular election during the Fall and Spring instructional semesters by a majority of the total votes cast, following an extensive campus information campaign. All members of the Student Body shall be eligible to vote.

B. A special election shall be held in no fewer than fifteen (15) or more than thirty (30) instructional days following the College President's approval of the proposed amendment(s).

1. All proposed amendments shall be submitted to the Senate and the RCASG Advisor for inclusion on the ballot for the special election.

2. If the general Student Body election is scheduled to take place no fewer than fifteen (15) or more than forty-five (45) instructional days following receipt of the proposed amendment(s), the Senate may choose to place the amendments on the ballot for the general election rather than hold a special election.

C. There shall be an enabling clause presented at the time of ratification which shall specify the date(s) when the ratified amendments shall become effective.

Section 3. RCASG Bylaws

A. The RCASG Bylaws shall govern the Association and herein be referred to as the "RCASG Bylaws".

B. The RCASG Bylaws:

1. Shall be adopted by the Senate to clarify or further interpret articles and sections of this Constitution;
2. May outline and establish formal practices, policies, or agreements not covered by the Constitution;
3. Shall be considered as having been adopted when approved by a two-thirds (2/3) majority of the total voting membership of the Senate; and
4. Shall be considered in effect upon adjournment of the meeting in which they are adopted as indicated by the adopted Bylaw.

C. The Association shall hold all the RCASG Bylaws in a book entitled, "Reedley College Associated Student Government Bylaws".

Section 4. Document Hierarchy

A. Certain Association documents and actions shall take precedence over other Association documents and actions. The hierarchy of Association documents is as follows:

1. RCASG Constitution shall supersede all other documents;
2. RCASG Bylaws of the Reedley College ASG;
3. Resolutions, bills, and all other actions or agreements.

Article XII: Ratification

This Constitution shall be ratified by a majority affirmative vote of the ballots cast in the General Student Body Spring 2018 Election. Ratification of this Constitution shall make all previous Constitutions and its Bylaws null and void. Upon ratification, this Constitution will take effect immediately.