

REEDLEY COLLEGE
ASSOCIATED STUDENT GOVERNMENT
BYLAWS



DATE OF APPROVAL: Wednesday 27 November, 2019

ARTICLE I: OATH OF AFFIRMATION

“I, [states name], do solemnly swear 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.”

ARTICLE II: MEMBERSHIP

Section 1. Senate Capacity. The number of Senators presiding over the RCASG shall not exceed a maximum of 15 members.

Section 2. Term Limit. Members of the RCASG, both Executive and Legislative Branch, are permitted to serve for a maximum of six semesters, regardless of whether the semesters are consecutive. They are allowed to appeal this term limit for vacant positions with a letter to the RCASG. Following a two-thirds majority vote, the member will be appointed into the RCASG. The RCASG Advisor and Co-Advisor are not bound by this term limit. Term limits will go into effect at the beginning of the Fall 2020-21 academic year.

Section 3. General Election Position Limitation. No Executive Officers may hold more than one office simultaneously and no person may run for more than one office at each General Election.

ARTICLE III: DUTIES OF THE EXECUTIVE BRANCH

Section 1. President.

- A. Be the Chief Executive Officer of the RCASG;
- B. Chair meetings of the Legislative Branch;
- C. Appoint the chair of each standing committee;
- D. Have the power to appoint Executive Officers and to induct senators upon 2/3 confirmation and approval from the RCASG;
- E. Have the power to veto Legislative Branch legislation;
- F. Serve as the Delegate of the SSCCC or appoint one;
- G. Be responsible for preparing agendas for meetings of the Legislative Branch;
- H. Have the authority to call a meeting of ASG;
- I. Set the apportionment, names, and designation of members of the Legislative Branch, and may pass the responsibility of chairing the Legislative Branch meetings to a member of the Executive Branch.

Section 2. Vice President.

- A. Shall be the chair of the Standing Legislative Committee;
- B. Preside over meetings and functions of the RCASG when the President is absent;
- C. Shall be an assistant to the President;
- D. Monitor and update the RCASG on legislation that affects the students of Reedley College and/or California Community Colleges;

Section 3. Inter-Club Council President.

- A. The ICC President shall chair the ICC meetings
- B. Have the power to appoint the executive officers of the ICC with the consent of the ICC;
- C. Appoint and establish campus clubs;
- D. Work closely with the Senator of Activities and the Senator of Public Relations to ensure communication of events and activities for students and campus clubs.

Section 4. Treasurer.

- A. Shall be the chair of the Standing Finance Committee;
- B. Report the current budget;
- C. Preparing and posting accurate budgets of all expenditures.

Section 5. Student Trustee.

- A. Shall be the student voice of the SCCCD Board of Trustees;
- B. Meet with other student representatives within the SCCCD to create reports and address issues within the districts and campuses;
- C. Have knowledge of college governance, the community college environment.

Section 6. Secretary.

- A. Shall record all minutes of RCASG meetings;
- B. Work closely with the President to create agendas for RCASG meetings;
- C. Ensure that the minutes of the meetings are distributed within three days following approval.

ARTICLE IV: DUTIES OF THE LEGISLATIVE BRANCH

Section 7. Senator of Public Relations.

- A. Regularly update social media sites (e.g., Facebook, Twitter, Instagram, etc.);
- B. Ensure marketing materials are posted and/or distributed in a timely manner;
- C. Create fliers, announcements; coordinate and/or assist with RCASG outreach efforts;
- D. Carry out the organization's marketing plan; take pictures and/or video footage at events hosted by the RCASG or other organizations or departments;
- E. Chair the Standing Public Relations Committee.

Section 8. Senator of Activities.

- A. Coordinate at least one College Hour event a month;
- B. Assist the ICC President and the Senator of Public Relations with any event planning;
- C. Recruit volunteers and maintain a record of volunteers who assist with RCASG events and activities.

Section 9. Senator(s)-at-Large. Shall assist other RCASG members; and follow their duties as outlined in the RCASG Constitution. It is at the discretion of the President to appoint a Senator(s)-at-Large to a specific task.

ARTICLE IV: ATTENDANCE

Section 1. Notification of Absence or Late Arrival. RCASG Officers must be present to all RCASG meetings. If in case of an emergency or the need to be absent for any given reason, the member must notify the President, Secretary or Advisor 24 hours prior to the RCASG meeting in order for it to be considered excused. Failure to notify will result in an unexcused absence. RCASG Officers who arrive late to the RCASG meetings must notify the President, Secretary or Advisor of their tardiness. Failure of notifying will result in an unexcused tardy.

Section 3. Accumulation of Bad Attendance and Late Arrivals. RCASG Officers who fail to notify the designated Officers of their absence will be subject to impeachment after 4 meetings. RCASG Officers who fail to notify the designated Officers of their late arrivals will be subject to impeachment after 6 tardies.

ARTICLE V: IMPEACHMENT PROCESS

Section 1. RCASG Officers who do not comply with **Article IV, Section 1 of the By-laws** or **Article III, Section 4 of the Constitution** will be subject to impeachment proceedings as outlined in **ARTICLE V, Section 2 of the By-Laws.**

Section 2. Two oral or written warnings will be issued by the President, Vice President and/or Advisor. After being issued two oral or written warnings, the offending member will be given a chance to plead on their behalf to the RCASG. The legislative Branch will vote on impeaching a member following discussion. Immediate removal of the offending member shall follow a 2/3 majority vote of the present voting members. The offending member will lose all privileges given to the RCASG and shall return any property awarded to them.

ARTICLE VI: COMMITTEES

Section 1. The Legislative Branch shall have a system of standing committees, created and dissolved by a two-thirds vote in the Legislative Branch.

Section 2. The RCASG President will serve as a nonvoting member in all standing committees.

Section 3. The Legislative Branch standing committees shall be made up of the Legislative, Finance and Public Relations Committees. No fewer than two Senators shall serve on each committee. All Standing Committees must adhere to California Brown Act.

ARTICLE V : ELECTIONS, APPOINTMENTS, AND VACANCIES

Section 1. General Spring Election. The General Election shall run through an Elections Committee with a chair appointed by the ASG President. Elections will be conducted in the Spring Semester of each year; have an election held no fewer than six or more than ten instructional weeks prior to the close of the Spring Semester.

Section 2. Special Fall Election. The RCASG shall hold a special fall election to fill the position of the Student Trustee following the General Spring Election..

Section 3. Constitutional Special Elections. All RCASG Constitutional Amendments and Revisions shall be ratified following a two-thirds majority vote of the present membership of the RCASG.

Following the ratification of the Constitution by the RCASG, a special election shall be held for the Student Body to vote on approving the ratified constitution, a simple majority of the Student Body is needed.

Section 4. RCASG By-laws. The RCASG shall possess the power to establish, amend and revise the By-laws following a two-thirds majority vote.

Section 5. Vacancies. In the event of a vacancy in the Office of President, the Legislative Branch shall elect a President Pro Tempore by a 2/3 majority vote of those members present at the next meeting.

Section 6. Appointments. Executive Office positions that are vacant may be filled through an appointment by the RCASG President.

Section 7. Inductions. The Legislative Branch possess the power to induct Senators following a 2/3 majority vote. Members wishing to be inducted into the RCASG must meet the prerequisites as listed in the Constitution under **Article III, Section 3, Item A. Eligibility.**

ARTICLE VI: ASCENSION OF POWER

Section 1. RCASG Senators wishing to move into an Executive position may do so after they have:

- A.** Served at least one month in the Legislative Branch;
- B.** Has fulfilled all of their duties and responsibilities as outlined in the Constitution and By-Laws;