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## **ARTICLE I DEFINITIONS**

### **Section 1 - Special Meanings**

1. Academic year is that period of time between the first day of Fall Quarter and the last day of Spring quarter.
2. Ad Hoc Committee is a temporary committee, appointed by the Vice-President, for the purpose of completing a specified task or objective. Upon satisfactory completion of such, the committee will be dissolved.
3. Appointed officers are the ASGRCC Secretary, and Sergeant-at-Arms.
4. ASGRCC Senate shall be the only representative of students officially recognized by the Board of Trustees.
5. Association shall mean the Associated Students of Green River Community College (ASGRCC), which includes the Student Senate, all recognized student organizations, and all persons who are enrolled in classes at the College.
6. The Disciplinary Board of Appeals is the four student members appointed by the ASGRCC President and four faculty members appointed by the College President who hear and adjudicate cases referred by or appealed from the Judicial Board.
7. The Board of Trustees is the five members of the Board of Trustees of Green River Community College, District 10, who are appointed by the Governor of the State of Washington.
8. The College is the campus and extension centers under the supervision of Green River Community College, District 10.
9. College community is all individuals who are enrolled in classes and/or employed by the College.
10. College President is the chief executive officer of the College appointed by the Board of Trustees.
11. Elected and selected officers are those officers who are defined in Article IV, Section 1 of the ASGRCC Constitution.
12. Ex Officio is a non-voting member of a group or committee, and shall be considered a senate position.
13. Freshman is a student currently enrolled at the College who has completed less than 45 credits.
14. The term "may" is used in the permissive sense.
15. Member is the term used to define one who belongs to, or is part of, a group.
16. Membership is the term used to define the minimum number of persons composing a group.
17. Official petitions for candidacy shall consist of the signatures and Student ID numbers of 50 members of the Association.

## ARTICLE I DEFINITIONS

### **Section 1 – Special Meanings (continued)**

18. Pro-tem is used to define any temporary position under consideration of becoming permanent.
19. Probation is a condition that may be imposed upon an ASGRCC officer by the Judicial Board for failure to fulfill the requirements to maintain office.
20. RCW is the Revised Code of Washington.
21. The term "shall" is used in the imperative sense.
22. Sophomore is a student currently enrolled student at the College who has completed at least 45 college credits.
23. Standing committee is a permanent committee, which considers matters of an ongoing nature.
24. Student is any person enrolled in classes at the College, either full or part-time.
25. Student organizations are those clubs, groups, or organizations of students who are officially recognized by the ASGRCC Senate.
26. ~~Unexcused absences will occur if presiding officer is not notified 24 hours prior to absence.~~  
Unexcused absence is when a member of the ASGRCC does **not** notify the presiding officer of his/her absence 24 hours prior to the senate meeting.
27. Active: that is acting, functioning, working, moving, etc.
28. Ratify: to approve or confirm.
29. The ASGRCC Executive Committee shall be a three person committee consisting of the ASGRCC President, ASGRCC Vice President and ASGRCC Chief Justice.
30. ~~An ASGRCC officer shall be "Tardy" when they are not present when the meeting is officially called to order.~~ "Tardy" shall be defined as when an officer is not yet present when the meeting is officially called to order.
31. ~~An ASGRCC officer shall be "Absent" if they have not arrived before the end of the committee reports.~~ "Absent" shall be defined as when an officer has not arrived to the senate meeting by the end of the committee reports.
32. An excused absence is allowed when arranged by officer twenty-four hours prior to absence, or in case of an emergency.
33. An "Emergency" shall be defined as any situation that requires the immediate attention of the affected officer in order to avert negative or harmful consequences to themselves or family members, or any situation that delays or prevents their attendance that is beyond their control.
34. The Judicial Board Chairperson will be referred to as the Chief Justice.
35. An Impeachment is the process of the removal of an elected officer.

## **Section 2 – Other Terms**

~~All other terms shall have their natural meanings unless the context dictates otherwise.~~

## **ARTICLE II ELECTED AND SELECTED OFFICERS**

### **Section 1 - Qualification to Petition for Office**

1. Candidates for ASGRCC Senate must be enrolled in a minimum of six (6) credits per quarter while attending GRCC and participating in the ASGRCC. Candidates for the ASGRCC must have a minimum cumulative GPA of 2.5. For students who do not yet have a GPA at GRCC, they must earn a 2.5 GPA and maintain it while in office. Candidates for the elected offices of ASGRCC President and Vice President must currently have a cumulative GPA of 3.0 upon applying for the position. Candidates for President and Vice President must have accumulated at least 45 total college credits by the end of spring quarter after the elections were held.
2. Candidates for the chairman positions of the four committees in the ASGRCC must currently have a cumulative GPA of 2.75 and be enrolled in and complete at least six (6) credit hours per quarter.

### **Section 2 - Qualifications to Maintain Office**

1. The ASGRCC President and Vice President and Chief Justice must complete four weeks of leadership training for forty hours per week, prior to the beginning of Fall Quarter.
2. ASGRCC President and Vice President must maintain a cumulative GPA of 3.0 while serving their term. They must also be enrolled in and complete at least twelve (12) credit hours per quarter.
3. Candidates for the selected chairman of the four committees must maintain a cumulative GPA of 2.75 and be enrolled in and complete at least six (6) credit hours per quarter.
4. All Senators and Ex-officio members must be enrolled in and complete at least six (6) credit hours per quarter at GRCC and maintain at least a cumulative GPA of 2.5 while holding their position.
5. All officers, excluding the ASGRCC President, must attend all Senate workshops and meetings within one quarter. Officers are allowed one (1) unexcused absences, three (3) excused absences, In the event of an emergency, additional absences should be requested to be excused at the discretion of the ASGRCC Executive Board.
6. All standing Senators and Ex-Officio's are required to participate in a minimum of two (2) Student Life activities per quarter. This excludes events directly related to ASGRCC Senate, as well as any and all Club meetings. If a Senator or Ex-Officio is a member of a Club, events facilitated by this club cannot be counted towards attendance. Senators and Ex-Officio's are required to report attended activities within three school days to their chairperson. Once a senator has completed their attendance form they must sign it, have their chairperson sign it and turn it in to the By-laws chairperson by the final committee meeting or the quarter. Failure

## **ARTICLE II ELECTED AND SELECTED OFFICERS**

### **Section 2 - Qualifications to Maintain Office (continued)**

to complete the requirements stated in ASGRCC By-law Article II, Section 2, Subsections 1-6 will result in probation the following quarter.

### **Section 3 – Probation**

1. The Chief Justice must notify an officer who has failed to meet the requirements to maintain office within one (1) week in writing, from notification of the By-law violation.
2. No officer shall be deprived of his/her normal power while on probation.
3. Members may only be placed on probation once per term of office. Any further violations shall result in expulsion by the Judicial Board.
4. Officers on probation for violating ASGRCC By-law Article II Section 2, Subsection 1 shall have until the next official release of grades to meet the requirements of the aforementioned by-law.
5. Officers who are on probation for violating ASGRCC By-law Article II, Section 2, Subsection 5 may not have any unexcused absences or tardies and may have only one (1) excused absence while on probation.  
Officers who are on probation for violating ASGRCC By-law Article II, Section 2 Subsection 6 shall have until mid-term of the following quarter to make up their missed activities by attending a qualifying activity.  
Officers who are on probation for violating ASGRCC By-law Article II, Section 2 Subsection 7 may not have any further ejections.
6. Officers shall be immediately reinstated when the conditions for the By-law they violated are satisfied.
7. Failure to complete the probation requirements stated in the ASGRCC By-laws Article II, Section 2 Subsections 4-7 in the time periods stated shall result in removal from ASGRCC Senate. If a time period is not specified then the conditions must be met by the end of the quarter in which the probation is received.

### **Section 4 - Class Liaisons**

1. Class Liaisons shall be appointed by a majority vote of the Senate no later than November 30<sup>th</sup> of the fall quarter. In the event of nonperformance of the responsibilities associated with any liaison, any class liaisons, may be removed from office by a 2/3's vote of the Senate.
2. The Sophomore Liaison shall serve as the intermediary between student senate and the official campus newspaper, by presenting a monthly report to both.
3. The Freshman Liaison shall maintain the student senate and student government web page located and contained in the official GRCC web site [www.greenriver.edu](http://www.greenriver.edu). The Freshman Liaison shall also be in charge of all social networking sites affiliated with ASGRCC. The website shall

## **ARTICLE II ELECTED AND SELECTED OFFICERS**

### **Section 4 - Class Liaisons (continued)**

be used as a tool to keep the student body informed in regards to the ASGRCC and shall be updated weekly.

4. All class Liaisons must uphold the same attendance and G.P.A. policy as senators (Reference Article II, Sections I, II.). When in violation of these policies, class Liaisons shall be subject to the probationary procedure in Article II, Section III.  
The Sophomore and Freshman Liaisons are to report to the ASGRCC President on committee days, attend senate meetings, and senate training events.
5. A senator who is serving for the current academic year and who will be graduating is allowed to keep his or her position during spring quarter of the given academic year even if he/she does not meet the credit requirement for holding office. The senator is still required to uphold the GPA standard and must be currently enrolled at GRCC.

### **Section 5 – Needs to be named**

1. This section shall apply only to affairs within the ASGRCC Senate.
2. An officer who has been found in violation of the ASGTRCC Constitution or By-Laws may submit an appeal to the Judicial Board. The officer must notify the Chief Justice of their appeal within one (1) business day from the time they become aware of the violation.
3. The Petition packet must be completed and turned in to the Chief Justice by the beginning of the next committee meeting. If the next committee meeting is less than four (4) business days away the petition packet may be turned in at the following committee meeting.
4. Once the Judicial Board has received the petition they have one week to review to make a determination.
5. No officer shall be deprived of his or her normal power during the petition process.
6. The process to fill the vacant seat as stated in Article II, Section 6 in the ASGRCC By-laws shall continue during the petition process.

### **Section 6 – Vacancies**

1. Vacancies in the offices of ASGRCC President and Vice President shall be filled in accordance with Article IV, Section III of the ASGRCC Constitution.
2. In the event that the office of Sophomore or Freshman Class Liaison becomes vacant, the Senate shall appoint a new Senator, and elect a Class Liaison from among the eligible Senators.
3. All vacant senatorial seats (offices) shall be filled by a majority vote of the Senate within one (1) academic month of the time of vacancy.
4. A written resignation of a senatorial position must be turned in two weeks before vacating office.

## **ARTICLE II ELECTED AND SELECTED OFFICERS**

### **Section 7 – Senate Election Procedures of Class Liaisons**

1. This section shall apply to the election of Class Liaisons.
2. All elections shall be conducted by secret ballot.
3. Ballots shall be prepared and distributed to all voting members of the assembly by the Sergeant-at-Arms in conjunction with the ASGRCC Vice President.
4. The Vice President shall be allowed to vote as provided for in Robert's Rules of Order.
5. Each position shall be voted on separately.
6. The ballots shall be counted by the ASGRCC Secretary and the outcome announced by the Vice President.
7. All students appointed to and by the ASGRCC Senate shall experience a one week probation period during which the Judicial Board shall review the qualifications of the appointee(s).

### **Section 8 – Selection Procedures**

1. Upon self-nomination for a Senate position, candidates must pick up an application packet from the Student Life Office.
2. After completion of the application packet, the candidate then must schedule an interview with Executive Committee, which consists of the current ASGRCC President, Vice President, Chief Justice, the newly elected ASGRCC President and Vice President, and the Director of Student Services, Leadership and Involvement or designee. Furthermore, if there are any applicants after the spring elections, the Executive Committee consists of that current year's ASGRCC President, Vice President, Chief Justice, and Director of Student Services, Leadership and Involvement or designee.
3. Vice President shall announce the selected officers for the Senator positions.

### **Section 9 – Senatorial Terms**

1. The term of office for Senators shall end at the end of the given academic year.
2. The term of office for President and Vice President elected in Spring shall be one academic year.

## **ARTICLE III APPOINTMENTS**

### **Section 1 – Appointed Officers**

1. The duties of the ASGRCC Secretary shall be to handle and keep on file all ASGRCC correspondence, reports, and minutes. For specific duties, refer to the job description on file in the Student Programs Office.
2. The duties of the Parliamentarian shall be to make sure that Parliamentary Procedure, as defined in Robert's Rules of Order and the ASGRCC Bylaws, is adhered to during Senate meetings. Furthermore, the ASGRCC Chief Justice shall hold all the Parliamentarian duties.
3. A Sergeant-at-Arms shall be appointed to preserve order during all Senate meeting and workshops. If a senator acts out of order and fails to respond to orders from the chair, the Sergeant-at-Arms shall eject him/her from the meeting at the request of the chair. A total of two ejections shall result in immediate investigation and possible probation by the Judicial Board. A total of three ejections shall result in dismissal from office by the Judicial Board. The Sergeant-at-Arms shall also assist the ASGRCC Secretary in the distribution and collection of materials to the Senate and guests.
4. The ASGRCC President, in consultation with the ASGRCC advisor shall appoint the ASGRCC Secretary.
5. The Sergeant-at-Arms shall be nominated by the ASGRCC Vice President at the first official Senate meeting of the Fall Quarter, at which time the Senate shall either ratify or reject the aforementioned nominations.
6. To be officially recognized as an Ex-officio member of the ASGRCC senate after the initial selection process, students must request an application. Applications must be returned to the ASGRCC Vice President in order to be added as an item in the agenda of the upcoming senate meeting. Students must then attend this senate meeting and address the senate with their qualifications and reasons for requesting membership. ASGRCC senate members will then vote on accepting the applicants as an Ex-officio Senate member.
7. An Ex-officio Senate member is a non-voting member of the ASGRCC Senate. The powers of the ASGRCC Ex-officio Senate members shall be to review general policy concerning activities of the ASGRCC; to make recommendations to the ASGRCC
8. President and Vice President; to review constitutional amendments and by-laws for this association and to review expenditures of ASGRCC funds. Ex-officio members must attend senate meetings and must also attend a weekly committee meeting determined by the executive staff.
9. Ex-officio members must adhere to the same attendance policy as senators (stated in Article 2, Section 2.3 of the ASGRCC By-laws).

### **Section 2 – Ad Hoc Committees**

1. Committees shall be formed, when necessary, to facilitate the working of the student body.
2. Vice Presidential committee members shall be nominated by the ASGRCC Vice President and ratified by the Senate.
3. The ASGRCC President may appoint ad hoc committees, of which no ASGRCC Senator may be a member.
4. The committee chairperson shall be responsible for:
  - a. Representing the committee to the Senate



## **ARTICLE III APPOINTMENTS**

### **Section 2 – Ad Hoc Committees (continued)**

- b. Running the meetings
- c. Selecting non-voting members, upon approval of the committee

### **Section 3 – Removal**

1. Appointed officers and Ad Hoc Committee members may be removed from office by a 2/3's majority vote of the Senate.

## **ARTICLE IV STUDENT SENATE**

### **Section 1 – Rules of the Senate**

1. The business of the Senate shall be conducted according to Robert's Rules of Order.
2. A special absentee ballot may be utilized by Senators who are not present at weekly or special meetings. This in no manner shall excuse the Senator from the missed Senate meeting, or change the attendance policy.
  - a. A document stating how that Senator would vote on each perspective bill may be given to the ASGRCC Secretary prior to the normal Senate voting procedures. Absentee ballots accepted after the vote on that issue has been taken, shall not be counted.
  - b. The document must be signed by the absent Senator, and sealed in an envelope when presented to the ASGRCC Secretary. Unsealed or unsigned ballots shall not be accepted.
  - c. At the time of the vote, the ASGRCC Vice President shall open the sealed ballot, count the vote, and announce to the Senate how the absent Senator voted.

### **Section 2 – Weekly Meetings and Workshops**

1. The Senate shall meet at least once each week during the academic year except during finals.
2. At least one day prior to each meeting the Senate shall conduct an open workshop in order to set the agenda and discuss items of business.

### **Section 3 – Special Meetings**

1. Special meetings may be called by either the ASGRCC President or Vice President. Should the ASGRCC President or Vice\_President call a special meeting, their attendance is required. Individual contact must be made with each Senator to qualify as prior contact.
2. Without 24 hours prior notice, a Senator's absence shall be counted as unexcused.
3. Attendance requirements of special meetings shall be as stated in Article II, Section 2, Sub-section 3.

## **ARTICLE IV STUDENT SENATE**

### **Section 4 – Order of Business**

1. The order of business at Senate meetings shall be:

- a. Call to Order
- b. Roll Call
- c. Approval of Minutes
- d. Reports
- e. Unfinished Business
- f. New Business
- g. Announcements
- h. Adjournment

### **Section 5 – Submission of Bills to Senate**

1. First Reading

- a. The bill must be presented to the chairman of the Senate at least two days prior to the formal meeting, at which time the bill will be assigned an exclusive bill number by the ASGRCC Secretary and be presented to the senate at a formal meeting.
- b. The bill will be read to the Senate in its entirety, under new business including the name(s) of the proposing senator(s).

2. Reading of Bills to the Finance Committee

- a. After the bill has been read for the first time under new business at a formal Senate meeting, the bill goes to the Senate Finance Committee for research, discussion, and recommendation back to the Senate. This is done during the Finance Committee's meeting one day prior to the next official Senate meeting.

3. Second Reading

- a. After appropriate committee action the bill will be resubmitted to the Senate under old business at the following formal meeting.
- b. Discussion and normal voting procedures shall follow.

### **Section 6 – Standing Committees**

1. The Senate Finance, By-Laws, Public Relations, committees and Judicial Board shall be considered standing committees.

- a. The Senate Finance Committee shall review all requests for monies which includes research and shall be responsible for the development of the budget for the next fiscal year.

## **ARTICLE IV STUDENT SENATE**

### **Section 6 – Standing Committees (continued)**

- b. The Senate By-Laws Committee shall review all ASGRCC By-Laws and shall be responsible for the development of the ASGRCC By-Laws, subject to the approval of the Senate.
  - c. The Senate Public Relations Committee shall be responsible for communications between the ASGRCC Senate and the student body, for updating the Student Government reader board in the lobby of the Lindbloom Student Center, and for facilitating Spring elections as stated in Article VI, Section 1 in the ASGRCC By-Laws.
  - d. The Judicial Board shall be responsible for investigating issues that are voiced by both day and evening students, to hear and adjudicate cases, charges, and/or interpretations as requested to do so by any student, and review qualifications of all elected and selected officers of the ASGRCC.
2. The Executive Committee shall have the final authority in deciding committee members  
The membership of each committee should consist of four members; one chairperson and three Senators.
3. ~~All Senate Committees are required to conduct one meeting every week during the academic year except during finals week.~~ Attendance requirements of special meetings shall be as stated in Article II, Section 2, Subsection 5.

### **Section 7 – By-Laws Changes Through Senate**

1. The By-Law Committee shall make and review proposed By-Laws changes for constitutionality prior to submission of them to the Campus Newspaper as stated in Article IX, Section 2 of the Constitution. Once reviewed, the By-Law changes will follow Article IX, Section 2 of the Constitution through approval by the Senate.
2. The official campus newspaper of Green River Community College is *The Current*.

### **Section 8 – Requesting Item on Senate Agenda**

1. If a party wishes to present at an official Senate meeting he/she must meet with the ASGRCC Vice President for approval of request and set a presentation date. Sole discretionary power lies with the ASGRCC Vice President to approve or deny any presentation request.

## **ARTICLE V RULES AND REGULATIONS**

### **Section 1 - Enforcement of College Regulations**

1. The Judicial Board shall be responsible for the enforcement of College

**ARTICLE V**  
**RULES AND REGULATIONS**

**Section 1 - Enforcement of College Regulations (continued)**

policies, rules, and regulations among members of the ASGRCC.

2. The penalties which the Judicial Board may impose shall be:
  - a. Warning: A written statement to the defendant that he/she is violating or has violated College rules and that continued violations may be cause for disciplinary action.
  - b. Restitution: Compensation of losses for damage to College property.
  - c. Monetary fines to a maximum of seventy-five dollars per individual and fifty percent of the organization's remaining yearly budget. This money is to be deposited into the Executive Branch of ASGRCC line 1311 in the 522 Budget.
3. Disciplinary proceedings before the Judicial Board may be initiated by any member of the campus community, excepting members of the Judicial Board.
4. The Judicial Board may refer any issue directly to the College Disciplinary Board of Appeals as provided by WAC guidelines.
5. The defendant shall be subpoenaed at least ten (10) academic days prior to the proceeding indicating the nature and basis of the charge and the penalties which may be attached.
6. The Chief Justice shall, within three (3) academic days of receipt of a charge, issue notice to the members of the Judicial Board calling for a session. Sessions shall be held within ten (10) academic days of issuance of the notice.
7. All members of the Judicial Board must be present at a session to render its decision valid.
8. No member of the Judicial Board shall participate in any case in which he/she is defendant, plaintiff, witness or has a direct interest or knowledge.
9. A Judicial Board member's eligibility to participate in the proceedings may be challenged by parties to the case or by other Judicial Board members. Decisions in this regard shall be made by the Judicial Board or by action of the ASGRCC Senate.
10. The Judicial Board shall use such findings of fact to ensure a fair hearing and just decision.
11. Each party shall have an opportunity to:
  - a. Testify and/or present evidence and witnesses.
  - b. To rebut the opponent's testimony and/or evidence.
  - c. To question the opponent's witnesses.
12. A session may be recessed at any time by the Chief Justice subject to the approval of the Judicial Board. No recess may exceed three (3) academic days.

## **ARTICLE V RULES AND REGULATIONS**

### **Section 1 - Enforcement of College Regulations (continued)**

13. The defendant has the right to be represented by a peer, faculty member, or legal advisor of his choice during all stages of the proceeding.
14. If the defendant intends to have legal aid, the Judicial Board shall be notified at least three (3) academic days prior to the scheduled hearing.
15. Normally, proceedings will be open to all members of the College community.
16. A session may be closed upon request of the defendant or by a majority vote of the members of the Judicial Board.
17. The Judicial Board may exclude from the hearing those guests who are disruptive of the proceedings.
18. The judgment of the Judicial Board shall be sent to the Executive Vice President or designee.
19. Only the Judicial Board and the Executive Vice President's office or designee shall maintain files of disciplinary records.
20. Disciplinary records shall be destroyed after one calendar year from the rendering of the decision.
21. The defendant shall be provided with a copy of the findings and decisions of the Judicial Board, and may appeal the decision to the Administrative Board of Appeals.
22. Where the decision of the Judicial Board is not appealed, any monetary penalty shall be discharged within ten (10) academic days of written notification of the Judicial Board's decision or a further penalty may be imposed, unless extra time is granted by the Judicial Board.
23. Witness shall be given written notice a minimum of five (5) academic days before the hearing.

### **Section 2 - Interpretation and Enforcement of ASGRCC Constitution and By-Laws**

1. The Judicial Board shall have the authority to interpret all Constitutions and By-Laws Committee shall have the authority to interpret all By-Laws of the Association.
2. The By-laws Committee shall add any changes that were made in the By-laws in the "Former By-laws". This must be done within two (2) weeks after the change has been approved by the ASGRCC Senate. This must be done systematically by Article number, date, quarter and year.
3. The Judicial Board shall be responsible for the enforcement of all Constitutions of the Association and By-Laws Committee shall be responsible for the enforcement of all By-Laws of the Association.
4. ~~Interpretation and enforcement proceedings of Senate may be initiated by any member of the Association excepting members of Senate.~~
5. ~~Requests to Senate to change the by laws shall be submitted in writing to the Chief Justice, stating the matter being questioned and the portion of the Constitution which it is alleged to be in conflict. Requests to Senate shall be submitted in writing to the By Laws Committee~~

**ARTICLE V**  
**RULES AND REGULATIONS**

**Section 2 - Interpretation and Enforcement of ASGRCC Constitution and By-Laws (cont.)**

~~Chairperson, stating the matter being questioned and the portion of the By-Laws which are alleged to be in conflict.~~

4. Interpretation and enforcement proceedings of the Senate may be initiated by any member of the association excepting members of Senate.
5. Requests to Senate to change the By-laws shall be submitted in writing to the Chief Justice, stating the matter being questioned and the portion of the Constitution which it is alleged to be in conflict. Requests to the Senate shall be submitted in writing to the By-laws Committee.
6. The Chief Justice and/or the By-Laws Committee Chairperson shall, within five (5) academic days of the receipt of the request, issue notice to the members of Senate, calling for a session. Sessions shall be held within fifteen (15) academic days of issuance of the notice.
7. The Senate shall have authority to disqualify any candidate running for office in an Association election who is found guilty of breaking rules set forth in the By-Laws.
8. The By-Laws Committee shall have the authority to ratify all By-Laws based on its interpretation of the constitution and existing By-Laws.

**Section 3 - Review of ASGRCC Elected Officers**

1. The Judicial Board has the authority under Article IV, Section 6, Sub-Section 1d of the ASGRCC By-Laws to "review qualifications of all elected and selected officers of the ASGRCC each quarter." Such proceedings may be initiated by any member of the Judicial Board. Their access to this information shall be limited to:
  - a. Total number of credit hours of classes completed during a particular quarter or;
  - b. Total accumulated credit hours and/or;
  - c. Records of attendance of an ASGRCC senator at meetings of the Senate or;
  - d. Pass/Fail status of a probationer in his/her current classes.
  - e. G.P.A. status
2. This information described in number one shall be provided to the Chief Justice and forwarded to the members of the Judicial Board.
3. All such information shall be considered confidential.
4. The Judicial Board shall have the authority to place on probation or dismiss from office any ASGRCC elected or selected officer who fails to fulfill the requirements to maintain office.
5. In the event an elected or selected officer is placed on probation or dismissed from office, the only information which shall be made public shall be the action taken by the Judicial Board and the requirements which the officer failed to fulfill.
6. Affected officers shall have the right to request a hearing of the Judicial Board to reconsider the Committee's action. No request shall be considered unless it is submitted in writing to the Chief Justice within five academic days of the written notification of the affected officer.

## **ARTICLE V RULES AND REGULATIONS**

### **Section 3 – Review of ASGRCC Elected Officers (continued)**

7. The Chief Justice shall, within three (3) academic days of the receipt of the request, issue notice to the members of the Judicial Board calling for a session. Sessions will be held within ten (10) academic days of issuance of the notice.
8. The Judicial Board shall follow procedures consistent with those set forth in Section 2, of this Article.

### **Section 4 – Appeals**

1. Appeals of the Judicial Board rulings shall be considered by the College Disciplinary Board as specified by WAC guidelines.

### **Section 5 - Review of Club Constitutions**

1. The Judicial Board shall have the power and authority to review and amend as necessary, to prevent conflicts with statutory law or the policies, rules, and regulations of the College, those club constitutions that are submitted to the Judicial Board under Article VII of these By-Laws or those club constitutions voluntarily submitted to the Judicial Board.
2. Before the club ratification, the Judicial Board shall send a copy of the club constitution to every member of the ASGRCC Senate prior to the voting on the ratification of the club. This must be done via e-mail or a hard copy by 10:00pm the night before the voting takes place.

## **ARTICLE VI ELECTIONS**

### **Section 1 - Spring Elections**

1. The general spring elections shall be held within six weeks of the beginning of Spring Quarter and shall be conducted by the Senate Public Relations Committee.
2. The ASGRCC President and Vice President shall be elected in the Spring.  
Ten Senators, to include the Chief Justice, shall be selected prior to the last Senate meeting of Spring Quarter.
3. The Chief Justice shall be selected by the outgoing and incoming ASGRCC President, Vice President and the Director of Student Life or designee.
  - a. The above selection committee will narrow the applicants down to no more than two (2) candidates. Then the two candidates will come to the full Senate, say a speech, and then be voted on by secret ballot. Plurality wins the vote.
- 4.. The ASGRCC President, Vice President, and Chief Justice shall be sworn in at the last official Senate meeting of Spring Quarter.

## **ARTICLE VI ELECTIONS**

### **Section 2 - Fall Selection**

1. The fall selection shall start within four weeks of the beginning of Fall Quarter.
2. Any remaining Senator positions shall be selected in the fall and sworn in at the first official Senate meeting of Fall Quarter.

### **Section 3 - Jurisdiction of the Public Relations Committee and the Judicial Board**

1. The Public Relations Committee shall conduct, supervise, and publicize the spring elections and fall selections process as well as any special elections called by the Senate.
2. The Judicial Board shall review the qualifications for all candidates for the ASGRCC office before swearing each in.
3. The Chief Justice shall swear in all newly elected senators.

### **Section 4 - Filing**

1. All candidates for the ASGRCC office must file a petition for candidacy with the ASGRCC Secretary for the spring election and fall selection process by the dates printed in the candidacy packets, except for appointments by the Senate.
2. The ASGRCC Secretary shall give each candidate an election packet consisting of the Lindbloom Student Center Publicity and Election Rules and Regulations.
3. Upon receiving the spring election packet, the student must sign a Declaration of Understanding of all campaigning rules and regulations, a petition for candidacy, an application, the Executive Committee duties and qualifications, and a petition with 50 student signatures and ID numbers.

### **Section 5 - Campaign Policies**

1. Campaign spending by candidates for ASGRCC President and Vice President shall be limited to a total of \$700.00 which shall be comprised from personal finances and/or donations for campaigning.
2. . No campus facilities may be used in the production of campaign materials.
3. The Public Relations Committee shall define those areas prohibited for the display of campaign materials.
4. Campaign materials may not be displayed until ten academic days prior to elections.
5. The Public Relations Committee shall compose the election packet for candidates, and any violation of these rules shall result in disciplinary action.

### **Section 6 –Voting**

1. Only Association (students currently enrolled) members may vote in any ASGRCC spring election.
2. The Public Relations Committee Chairperson shall open the on line polls from 8:00am to midnight for the two days of the election.



## **ARTICLE VI ELECTIONS**

### **Section 6 - Voting (continued)**

3. Plurality vote wins in all cases, but candidates must achieve 20% vote of the voter turnout. Tied elections shall be decided by special elections at the discretion of the ASGRCC Senate.
4. Absentee voting arrangements may be made through the Public Relations Committee Chairperson prior to the election day.

## **ARTICLE VII CLUBS AND ORGANIZATIONS**

### **Section 1 - Renewing Recognition**

1. To renew ASGRCC Recognition a club must submit to the Clubs and Organizations Coordinator:
  - a. A Renewal of Recognition form
  - b. The 10 member list with student ID numbers.
  - c. A current copy of their constitution approved by, and on record with the Judicial Board.

### **Section 2 - Obtaining Recognition**

1. To receive ASGRCC recognition, a club must:
  - a. Show 10 or more active students.
  - b. Submit a club constitution to the Clubs & Organizations Coordinator to be submitted to the ASGRCC Judicial Board for review, during which a representative of the club, or the Clubs and Organizations Coordinator must be present.
  - c. On approval of the Judicial Board the Constitution must be ratified by the ASGRCC Senate, where normal voting procedure shall be followed.
  - d. All organizations/clubs will be permitted the authority to impose a GPA standard on its official members, subject to the approval of the Senate. Non-voting club members shall be excluded from the GPA requirement.
  - e. Upon ratification by the Senate, a club representative must meet with the Clubs and Organizations Coordinator to obtain a request for funding form and discuss funding needs and activities for the upcoming year. The executive committee for the club must meet with the Senate Secretary to review fiscal spending procedures and the advisor to the club must meet with the Director of Student Life to review the advisors responsibilities.

### **Section 3 - Inter-Club Council**

1. All groups are required to attend all meetings of the Inter-Club Council unless otherwise approved by the Clubs and Organizations Coordinator.

## **ARTICLE VII CLUBS AND ORGANIZATIONS**

### **Section 3 – Inter-Club Council (continued)**

2. The Clubs and Organizations Coordinator shall be the Chairperson of the Inter-Club Council.
3. The Inter-Club Council shall meet at least one time per quarter during the regular academic year.

### **Section 4 - Suspended Clubs and Organizations**

1. The Clubs and Organizations Coordinator shall have the power to suspend the charter of any group which fails to:
  - a. Attend two consecutive meetings of the Inter-Club Council.
  - b. Register the names of its officers with the Clubs and Organizations Coordinator.
  - c. Conduct a program for one year.
  - d. Comply with its constitutional purpose, actual or implied as interpreted by the Judicial Board.
  - e. Comply with or deliberately violates ASGRCC Senate policy.
2. Such action by the Clubs and Organizations Coordinator may be appealed to the Senate.
3. ~~Suspended clubs and organizations shall not be eligible to receive ASGRCC budget subsidization, have any calendar dates, or conduct any business in the name of the ASGRCC.~~  
Suspended clubs and organizations shall not be eligible to receive ASGRCC budget subsidization, have any calendar dates, or conduct any business in the name of the ASGRCC for one (1) academic year.

## **ARTICLE VIII OTHER COMMITTEES**

### **Section 1 – Technology Fee Committee**

1. Voting members of the technology fee committee are:
  - a. Representing staff and administration:
    1. Vice President of Information Technology
    2. Chair of Instructional Council or designee
    3. Director of Library and Learning Resources
  - b. Representing student body:
    1. ASGRCC Judicial Board Committee Chairperson (Chief Justice)
    2. ASGRCC Vice President
    3. Three students appointed by the ASGRCC Executive Committee

- c. Non-voting members include:
  - 1. ASGRCC President
  - 2. Assistant Dean of Student Services or designee
- 2. The ASGRCC Executive Committee shall appoint three students to serve on the Information Technology Fee Committee for the duration of the academic year. The executive committee must make all three appointments by the end of the fourth full week of fall quarter. If an appointed position becomes vacant, the Executive Committee shall appoint another student to fill the vacancy.
- 3. To maintain accountability as a student initiated fee, the Technology Fee shall be subject to approval of the ASGRCC Senate every two (2) years. The Senate at such times shall make a recommendation to maintain the fee, adjust the fee, or revoke the fee as decided upon by a two-thirds vote of the Senate and approved of by the ASGRCC President.
- 4. The Technology Fee Committee shall be governed according to the Technology Fee Committee By-laws.

## **Section 2 - Fee Review Process**

- 1. To maintain accountability as a student initiated and maintained fee, the Technology Fee shall be subject to review and approval of the ASGRCC Senate at least every two (2) years. The technology fee may be reviewed more often at the discretion of the Technology Fee committee. The first review shall occur in Winter 2007. The process for review shall be as follows:
  - a. The Technology Fee Committee Chair shall lead the committee through a review and call for a majority vote by the Committee on a recommendation. The chair or designee shall present this written recommendation to the ASGRCC Vice President a minimum of two (2) days prior to its official presentation to the ASGRCC Senate.
  - b. The Technology Fee Committee Chair or designee shall present both oral and written information on fee usage as well as a recommendation to maintain, increase, decrease, or revoke the Technology Fee to the ASGRCC Senate. The information and recommendation shall be presented no later than the fourth week of winter quarter of the year during which the fee is being reviewed.
  - c. The Technology Fee Committee Chair or designee shall be present at the senate meeting following the official presentation of the Technology Fee Committee recommendation.
  - d. Senate's decision is given to the ASGRCC President within three (3) academic days for review and recommendation.
  - e. Approval of Technology Fee Committee's Recommendation
    - (1) If both the Senate and the ASGRCC President approve the Technology Fee Committee's recommendation, it shall then be passed to the Dean of Student Services and Retention, the Executive Vice President, and the Board of Trustees for final approval.
    - (2) If the Senate approves the Technology Fee Committee's recommendation but Senate's approval is vetoed by the ASGRCC President, and the veto is challenged, then it shall be returned to the Senate. If the Senate re-confirms

## **ARTICLE VIII OTHER COMMITTEES**

### **Section 2 - Fee Review Process (continued)**

its decision by a two-thirds (2/3) vote then the Technology Fee Committee's recommendation shall be passed to the Dean of Student Services and Retention, the Executive Vice President, and the Board of Trustees for final approval.

- (3) If the Senate approves the Technology Fee Committee's recommendation by Senate's decision is vetoed by the ASGRCC President, and the veto is not challenged, then the recommendation shall be returned to the Technology Fee Committee for revision.

f. **Rejection of the Technology Fee Committee's Recommendation**

- (1) If both the Senate and the ASGRCC President reject the Technology Fee Committee's recommendation it shall be returned to the Technology Fee Committee for revision.
- (2) If Senate rejects the Technology fee Committee's recommendation but Senate's decision is vetoed by the ASGRCC President, and the veto is challenged, then it shall be returned to the Senate. If the Senate re-confirms its decision by a two-thirds (2/3) vote, then the recommendation shall be returned to the Technology Fee Committee for revision.
- (3) If the Senate rejects the Technology fee Committee's recommendation but Senate's decision is vetoed by the ASGRCC President, and the veto is not challenged, then the Technology Fee Committee's recommendation is passed to the Executive Dean of student Services, the Executive Vice President, and the Board of Trustees for approval.

### **Section 3 – Executive Committee**

1. The ASGRCC Vice President and Chief Justice must report all proposed financial code changes to their respective branches, within 7 days from the date of consultation with the Director of Student Life who will then present it to the Dean of Student Services.

### **Section 4 – Commencement Speaker Committee**

1. Voting members of the Commencement Speaker Committee are:
  - a. Representing Student Body
    1. President (chair)
    2. ASGRCC Vice President
    3. ASGRCC Two Students appointed by the ASGRCC Executive Committee
  - b. Representing the Staff and Administration
    1. Commencement Coordinator
    2. One faculty member appointed by the ASGRCC Executive Committee

**ARTICLE VIII**  
**OTHER COMMITTEES**

**Section 4 – Commencement Speaker Committee (continued)**

3. Director of Student Life
2. The ASGRCC Executive Committee shall appoint two students to serve on the commencement speaker committee that plan to not be the commencement speaker. The ASGRCC Executive Committee must make all appointments by the end of the third full week of spring quarter. If an appointed position becomes vacant, the Executive Committee shall appoint another student to fill the vacancy.
3. In the event that a student on the Commencement Speaker Committee would like to apply to be the commencement speaker, that student will be replaced by another student appointed by the ASGRCC Executive Committee.
4. The Commencement Speaker Committee shall choose the selection process of the speaker by the fourth full week of spring quarter and shall choose a speaker by the eighth full week of spring quarter.

**ARTICLE IX**  
**DATE TO TAKE EFFECT**

All of the alterations to the ASGRCC Constitution By-Laws by the By-Laws Committee shall become effective immediately upon approval of the Senate, unless a longer duration of time is added to the motion by the sponsoring senator or senators.

All changes or alterations of the ASGRCC By-Laws that are typographical, spelling or formatting in nature are to be done by the Senate Secretary without the formality of By-Law deliberation.

**ARTICLE X**  
**BY-LAW CHANGES**

**Section 1 – Changed By-Laws**

1. The By-laws chair must write the changes made by the senate in the By-laws, Article X, Section 2 – Changed By-laws. All the changes in Article X will be written in order from the day, quarter and year they were changed.