



**BYLAWS  
Of the  
Associated Students Organization  
Of  
Los Angeles City College**

We, the students of Los Angeles City College, in order to better define the powers and responsibilities of our student government, to promote an effective system of government for the students, and to promote educational and social activities for the students at Los Angeles City College, do establish these Bylaws in support of the Constitution of the Associated Students of Los Angeles City College, hereinafter referred to as LACC.

**ARTICLE I. ELIGIBILITY TO PARTICIPATE IN THE ASSOCIATED STUDENTS ORGANIZATION SENATE**

**SECTION A.** Definition: In the context of these Bylaws, the term Officer means both Associated Students Organization, henceforth abbreviated as ASO, Executive Officers and Student Senators.

**SECTION B.** Eligibility: In order to hold an elective office, or an appointive office which requires confirmation by the Student Senate shall be dependent upon:

1. Eligibility to participate in activities of the ASO.
2. A registered and enrolled student at Los Angeles City College. A registered and enrolled student shall be defined by the Los Angeles Community College District, henceforth abbreviated as LACCD, Administrative Regulations.
3. It is the responsibility of each and every ASO Officer to maintain eligibility to hold office as required by LACCD Administrative Regulations and maintain awareness of his/her own eligibility.
4. If a student is enrolled in, maintains or completes less than the units approved by the LACCD Administrative Regulations, then s/he is ineligible to hold elective or appointive office and then student shall immediately notify in writing the Office of Student Services, ASO Advisor, and ASO President.

**SECTION C.** Eligibility Verification:

1. The Office of Student Services shall have responsibility for verification of the eligibility of elected and appointed student government officials in accordance with the

requirements of Bylaws' Article I, Section B.

2. The ASO Advisor shall regularly verify officers' eligibility, at a minimum of three times per semester.

3. An Officer shall be notified by the ASO Advisor and/or ASO President of their ineligibility, and their rights as an officer shall be terminated immediately. The ASO Advisor shall notify the ASO President of the loss of eligibility.

4. Any student found ineligible according to the requirements in Article I of the Bylaws shall be automatically removed from office if the ASO Advisor is not provided with adequate documentation to demonstrate compliance with the criteria stipulated within five (5) school days of notification to the Student Senate. The office shall be filled according to the Constitution and Bylaws, as soon as possible.

#### **SECTION D. Information on Appointments:**

1. The ASO office shall maintain a complete list of positions to which students are elected and/or appointed.

2. The list shall include a short descriptive paragraph of the responsibilities of each position and its duration.

#### **SECTION E. Search:**

1. Before the end of each school year, all positions for which it is anticipated appointments may be advertised, by the ASO President and/or with his/her approval, in a manner readily accessible to all students.

2. Applications may also be solicited through other means, including direct contact, notices in departmental offices, and by seeking recommendations from knowledgeable persons, including but not limited to the Student Senate.

3. All positions not posted by the end of the school year must be posted once again on or after the first day of the following school year.

#### **SECTION F. Approval:**

1. The Student Senate shall question and review all applicants nominated by the ASO President for Student Senate confirmation.

2. Each applicant shall be questioned individually. Following the questioning of the applicant there shall be a general discussion and a vote.

3. The ASO President and his/her staff shall obtain a written application from each applicant.

4. The ASO Advisor shall ensure that applicants meet all eligibility requirements outlined in the Constitution and Bylaws.

#### **SECTION G. Forfeiture of Positions:**

1. Any ASO Officer who is absent, unexcused or excused, from three meetings in a semester and/or year, may be placed on the next Student Senate's agenda for discussion and possible forfeiture of his/her position, under the discretion of the Student Senate.

Excused absences include, but are not limited to:

- a. Illness accompanied by a letter from physician.
- b. Other commitment related to the Student Senate which requires the attendance of the officer for formal operations of business
- c. Extenuating personal circumstances.
- d. The ASO President has the authority and discretion to determine whether or not other Officers' absences may be excused or not.

2. Any ASO Officer who is absent, unexcused or excused, from three consecutive regular meetings, or five unexcused or excused absences in a year, shall be automatically placed on the Student Senate's Agenda for possible forfeiture from their Student Senate position.

**SECTION H. Resignation:**

1. Resignations of officers must be in writing. Resignations shall become effective immediately upon receipt by the ASO President.
2. The ASO Advisor and Student Senate shall be notified of all resignations and provided with a copy of the written resignation.

**SECTION I. Oath of Office:**

Each newly elected or appointed Student Senate officer shall take the following oath immediately after installation:

"I, (Officer's name), do hereby affirm that I will support the Constitution and Bylaws of the Associated Students Organization of Los Angeles City College, and that I will, to the best of my ability, promote, maintain, and enhance the Associated Students Organization and campus community and environment of Los Angeles City College."

**SECTION J. Discrimination:**

The Student Senate shall not support or affiliate with any organization which legally discriminates on the basis of: ethnicity, color, national origin, ancestry, religion, creed, gender, sex (except as exempt from Title IX), pregnancy, marital status, medical condition (cancer related), sexual orientation, age, disability, socio-economic status, or veteran's status.

**ARTICLE II. OFFICERS OF THE ASSOCIATED STUDENTS ORGANIZATION**

**SECTION A. Executive Officers:**

***President***

1. Shall be responsible for all executive functions of the student government and shall be responsible for carrying out all orders, sanctions, and resolutions as effectively as possible.
2. Shall act as the official representative of the students of LACC, and shall represent them, or appoint a designee, to all college-wide committees within his/her respective capacity.

3. Shall preside at all meetings of the Student Senate; and shall prepare the agenda for the Student Senate meetings, in accordance with Brown Act requirements and in consultation with the ASO Advisor; have the authority to call Special meetings of the Student Senate, in accordance with the Brown Act regulations.
4. Shall represent positions endorsed by the Student Senate, and serve as the liaison between the college administration, faculty and students; and shall plan and present annual goals to the Student Senate.
5. Shall be the authorized student signatory for expenditure of student funds.
6. Shall oversee the ASO Services Office.
7. Shall have the power to make appointments to fill vacant Executive Officer and Student Senate positions, subject to confirmation by a two-thirds (2/3) vote of the Student Senate.
8. Shall serve on the ASO Finance Committee.
9. Shall serve on the LACCD Student Affairs Committee; and shall serve on the following LACC committees: Bond Oversight Committees, Student Services Council, Shared Governance and Shared Governance Budget Committees.
10. Shall cast the deciding vote in the case of a tie, or where his/her vote will affect the result of a two-thirds (2/3) vote.
11. Shall have the power of veto of any vote taken by the Student Senate. Presidential vetoes must be made in writing and notification placed in every Student Senate officers' mailbox, and to the ASO Advisor, within seventy-two (72) hours of the initial Student Senate action.
12. Shall maintain good communication between officers, and foster input from officers, students and ASO Advisor.
13. Shall perform other duties as assigned by the Student Senate.

***Executive Vice President (EVP)***

1. Shall succeed to the position of ASO President if the office becomes vacant before the expiration of the term.
2. Shall, in the absence of the ASO President, assume all the responsibilities and powers of the President's office. When acting as Chair of the Student Senate, the EVP shall retain his/her vote.
3. Shall assist the ASO President in planning and implementing ASO goals and events.
4. Shall assume the duties of the Vice President, Finance or Vice President, Clubs in the absence of said Vice Presidents.
5. Shall serve on the LACC Shared Governance and Shared Governance Planning Committees.
6. Shall plan, coordinate and carry out the Book Grant program each Fall and Spring semester, as funding is approved, and in consultation with the ASO President.
7. Shall perform other duties as assigned by the ASO President or Student Senate.

***Vice President, Finance (VP, Finance)***

1. Shall address areas of financial concern to the Student Senate. The VP, Finance shall be responsible to investigate and/or research any appropriate area of financial concern to the students.
2. Shall preside at all meetings of the ASO Finance committee; and prepare the agenda

for the ASO Finance meetings, in accordance with Brown Act requirements and in consultation with ASO Advisor and ASO President; have the authority to call Special meetings of the ASO Finance Committee.

3. Shall make recommendations to the ASO Finance committee and Student Senate on investing funds and expanding miscellaneous income.

4. Shall maintain accurate and current records of ASO expenditures and accounts.

5. Shall prepare and present regular budget reports to the Student Senate; prepare and present the year-end report to the Student Senate by May 15th; and shall prepare the proposed budget for the upcoming year, in consultation with the ASO Advisor and ASO President, within the time frame set by LACCD regulations.

6. Shall perform other duties as assigned by the ASO President or Student Senate.

### ***Vice President, Clubs (VP, Clubs)***

1. Shall coordinate the ASO Club Council, and preside at all meetings.

2. Shall coordinate the club chartering process each semester.

3. Shall promote the establishment of clubs and encourage campus life.

4. Shall coordinate and implement at least two (2) Club Rush activities each year.

5. Shall facilitate club funding requests to the Student Senate.

6. Shall represent the Student Senate, within his/her respective capacity, to all ASO sponsored organizations; and shall serve as the liaison for the student clubs with the college administration, faculty and staff.

7. Shall be responsible for informing student advocacy groups of any or all legislation that would specifically pertain to such groups. Further, it shall be the responsibility of the VP, Clubs to maintain general awareness of the ideologies and concerns of such student advocacy groups, where this involvement does not inappropriately duplicate the responsibilities of other Officers according to the ASO Constitution and Bylaws.

8. Shall assist with club events that require college approval.

9. Shall assist the ASO President in facilitating good relations between Student Senate officers and student organizations.

10. Shall perform other duties as assigned by the ASO President or Student Senate.

## ***SECTION B. Senators:***

### ***Senator, Activities and Planning***

1. Shall propose, facilitate and coordinate all activities and events as directed by the ASO President or Student Senate.

2. Shall coordinate with the Senator, Public Relations to advertise and promote ASO events.

3. Shall present event or activity budget and funding requests to the ASO Finance Committee and Student Senate, as needed, in consultation with the ASO President, VP, Finance and ASO Advisor.

4. Shall perform other duties as assigned by the ASO President or Student Senate.

### ***Senator, Athletics***

1. Shall serve as the Student Senate liaison to the Athletics Program.

2. Shall in coordination with the Senator, Public Relations promote athletic teams and events within the college community.
3. Shall present event or activity budget and funding requests to the ASO Finance Committee and Student Senate, as needed, in consultation with the ASO President, VP, Finance and ASO Advisor.
4. Shall keep the Student Senate informed of current and future issues that will have an impact on community college athletes.
5. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, Cultural Diversity***

1. Shall represent the ASO by working in collaboration with campus groups in planning and presenting cultural diversity activities.
2. Shall inform the Student Senate of cultural diversity issues and activities.
3. Shall plan ASO presentations in cultural performing arts and functions connected with them; and shall help coordinate with the Senator, Activities and Planning at least one (1) ASO sponsored multi-cultural celebration, as funding is approved.
4. Shall be responsible for acquainting the student body with the cultural opportunities available to them on and off the campus and for stimulating their interest in such opportunities.
5. Shall present event or activity budget and funding requests to the ASO Finance Committee and Student Senate, as needed, in consultation with the ASO President, VP, Finance and ASO Advisor.
6. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, Disabled Student Affairs***

1. Shall act as the liaison between the Office of Special Services, students with disabilities and the Student Senate.
2. Shall serve as the ASO representative on the college's Accommodations Committee.
3. Shall coordinate with the Senator, Activities and Planning to insure that events accommodate students with disabilities.
4. Shall present event or activity budget and funding requests to the ASO Finance Committee and Student Senate, as needed, in consultation with the ASO President, VP, Finance and ASO Advisor.
5. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, Environmental Affairs***

1. Shall be responsible for maintaining and expanding the ASO recycling program, in consultation with the ASO President and ASO Advisor.
2. Shall update the Student Senate on environmental issues that impact the campus community.
3. Shall be responsible for coordinating environmental advocacy efforts for the Student Senate; and shall represent the ASO in regard to local community projects and student interest in community environmental issues.
4. Shall coordinate student-organized and student-initiated activities which concern themselves with the environmental, and/or environmental improvement of the

community surrounding the campus.

5. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, Health and Safety***

1. Shall inform the Student Senate of health and safety issues affecting students.

2. Shall serve as the ASO representative on the American Federation of Teachers (AFT) Work Environment Committee.

3. Shall serve as the liaison between the Health Center and represent the ASO within his/her respective capacity and the Student Senate.

4. Shall coordinate any Health and Safety related ASO sponsored activities with the Senator, Activities and Planning.

5. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, International Student Affairs***

1. Shall serve as the Student Senate liaison to the International Students Program.

2. Shall keep the Student Senate informed of current and future issues that will have an impact on international community college students.

3. Shall present event or activity budget and funding requests to the ASO Finance Committee and Student Senate, as needed, in consultation with the ASO President, VP, Finance and ASO Advisor.

4. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, Membership Services***

1. Shall coordinate the membership services offered, which may include but not be limited to: free bluebooks, scantrons, copies, reduced cost fax services, computer access, discounts to: movie theatres, theme parks, and other local event tickets and appropriately make recommendations to the Student Senate regarding changes in services offered.

2. Shall be responsible to investigate and/or research any appropriate area of reduction or increase of specific ASO membership services in contrast with current policies.

3. Shall oversee the cost of providing member services, in coordination with the ASO Executive Secretary; and assure supplies are ordered as needed.

4. Shall coordinate with the Senator, Recruitment any materials that would assist in recruitment; and shall be the membership services liaison to the College's Business Office.

5. Shall perform other duties as assigned by the ASO President or Student Senate.

***Senator, Public Relations***

1. Shall be responsible for communications from and publications of the Student Senate, including but not limited to the ASO newsletter and brochure.

2. Shall promote ASO sponsored events, in coordination with the Senator, Activities and Planning.

3. Shall provide the Collegian with press releases to promote ASO sponsored events and any pertinent actions taken by the Student Senate.

4. Shall perform other duties as assigned by the ASO President or Student Senate.

### ***Senator, Recruitment***

1. Shall be responsible for planning and implementing recruitment activities in consultation with the Senator, Activities and Planning and Senator, Membership Services to increase ASO membership.
2. Shall be responsible for maintaining recruitment materials and submit appropriate funding requests, in consultation with the ASO President and ASO Advisor
3. Shall coordinate with VP, Clubs to provide recruitment activities.
4. Shall be the recruitment liaison to the College's Business Office.
5. Shall perform other duties as assigned by the ASO President or Student Senate.

### ***Senator, State and Governmental Affairs***

1. Shall keep the Student Senate and the student body informed of current and proposed legislation that will have an impact on community college students.
2. Shall keep current with issues and activities of local, regional and state student associations.
3. Shall be responsible for coordinating advocacy efforts for the Student Senate.
4. Shall perform other duties as assigned by the ASO President or Student Senate.

### ***Senators, At Large***

1. Shall represent the collective student body interest on the Student Senate.
2. Shall actively solicit from the student body information concerning the student needs as they pertain to the student population as a whole, or as they pertain to the specific student interest groups.
3. Shall initiate and pursue legislation and programming in accordance to the perceived needs of the student population, where such legislation and programming does not normally fall into the functional duties delegated to any other Student Senate officer according to the ASO Constitution and Bylaws.
4. Shall appraise the student body population, through the most appropriate medium, of the student government legislative activities and pursuits, where purveying such information does not duplicate the responsibilities of any other Student Senate officer according to the ASO Constitution and Bylaws.
5. Shall support the activities and services of the ASO; and shall represent the ASO, within his/her respective capacity, to all other organizations.
6. Shall perform other duties as assigned by the ASO President or Student Senate.

### ***Parliamentarian***

1. Shall keep the Student Senate informed of parliamentary procedures during Student Senate meetings
2. Shall perform other duties as assigned by the ASO President or Student Senate.
3. Shall be an ex-officio officer of the Student Senate, per the ASO Constitution.

### **SECTION C. Executive Officers and Senators:**

1. Shall be accountable to the students they represent.
2. Shall attend all scheduled meetings of the Student Senate.
3. Shall read the ASO Constitution and Bylaws in their entirety and sign and date a written statement verifying that they have done so, within ten (10) business days of



taking office to the ASO President.

4 .Shall fulfill the specific duties of their office as detailed in the ASO Constitution and Bylaws.

5. Shall serve on a minimum of one (1) college committee.

6. Shall have posted office hours of minimum six (6) hours per week.

7. Shall be a lifetime honorary officer, as an ex-officio member, of the Student Senate after the completion of their term of office. - Was stricken from Bylaws

#### **SECTION D. Executive Secretary:**

1. Shall be both an ASO student member and an Ex-Officio (non-voting) Officer of the Student Senate.

2. Shall take minutes of all Student Senate meetings, and maintain accurate permanent records of all meetings.

3. Shall maintain permanent files, open to the public, of all business transacted by the Student Senate and the ASO Finance Committee.

4. Shall assist the ASO Services Office maintaining supplies as needed for membership services and keep ASO functioning.

5. Shall perform other duties as assigned by the ASO President, Student Senate, and ASO Advisor.

#### **SECTION E. Support Staff:**

1. Shall be both an ASO student member and compensated with a stipend by and for the ASO.

2. Shall not be an officer or voting member of the Student Senate.

3. Shall perform other duties as assigned by the ASO President, Student Senate, ASO Advisor, and/or Executive Secretary.

### **ARTICLE III. OPERATING RULES AND PROCEDURES**

#### **SECTION A. Meetings Schedule:**

1. The Student Senate shall meet regularly at least every two (2) weeks, or as designated at an official meeting of the Student Senate, during the academic year.

2. The Student Senate shall adopt a schedule of regular meetings no later than the first meeting of each term.

3. The Student Senate must schedule at least one (1) meeting during winter session and summer session.

4. No meetings may be scheduled during finals.

5. In accordance with LACCD Administrative Regulations, the ASO Advisor or designee must be present at all ASO meetings for it to be considered legal and action taken legitimately.

6. A simple majority of the currently filled ASO officer positions shall constitute a quorum.

7. The ASO President has the authority to call Special meetings of the Student Senate, in accordance with the Brown Act.

8. If the position of ASO President is vacant, the Executive Vice President has the

authority to call for a Special meeting of the Student Senate, for the sole purpose of assuming the position of ASO President.

9. A special meeting may be called by a signed petition of two-thirds (2/3) of the Student Senate officers.

#### **SECTION B. Notifications:**

1. Agendas must be posted in accordance with the Brown Act.
2. It is the responsibility of the ASO President to prepare the agenda and to provide a copy of the agenda to the ASO Advisor and Executive Secretary. It is the responsibility of the ASO Executive Secretary to insure that all officers of the Student Senate receive a copy of the agenda seventy-two (72) hours in advance of a meeting.
3. Student Senate officers and the ASO Advisor must be notified twenty-four (24) hours in advance of any Special meeting.

#### **SECTION C. Operating Procedures for Presentation of Business**

##### 1. Agenda Format

- a. The Student Senate Agenda shall have the following sections: I. Call to Order; II. Roll Call; III. Approval of the Minutes; IV. Public Forum; V. Discussion and Action Items; VI. President's Report; VII. Officer Reports; VIII. Advisor's Report; IX. Announcements; X. Adjournment
- b. The Orders of the Agenda may be arranged at the discretion of the ASO President in the creation of the agenda, so long as all sections are still on the agenda.

2. Discussion and Action Items shall include both Old and New Business. This section shall also cover Appointments; name of the appointee and the title of the positions are to be listed on the agenda in this section.

#### **SECTION D. Meeting Format and Guidelines**

1. Meetings shall be convened by the ASO President, or Executive Vice President in the absence of the ASO President, within ten (10) minutes of the time of the meeting as listed on the Agenda.
2. In the absence of a quorum at the convening of the meeting, those present shall meet as a "Committee of the Whole" for no more than ten (10) additional minutes.
3. If quorum is not reached within twenty (20) minutes of the announced meeting time, the meeting shall be considered to be automatically adjourned for that date.

#### **SECTION E. Attendance**

1. All Officers must attend all of the Student Senate meetings scheduled per semester.
2. Student Senate officers are required to notify the ASO President in writing or by phone, at least two (2) hours prior to the scheduled start time of the meeting, if they are unable to attend. Absences without prior notification are considered unexcused.

3. Student Senate officers are considered tardy if they arrive, without prior notification to the ASO President, later than fifteen (15) minutes after the meeting is called to order.
4. Arriving tardy twice shall be equivalent to one (1) absence.

#### **SECTION E. Rules of Order:**

1. Student Senate and ASO Finance committee meetings will be held in accordance with all pertinent state, district, college and ASO regulations, as specified in the ASO Constitution.
2. The latest edition of **Robert's Rules of Order** will guide the procedures of ASO meetings.

#### **SECTION F. Voting Procedures:**

1. All actions taken to approve the expenditure of ASO funds require a roll call vote.
2. Other actions may utilize a consensus vote, at the determination of the ASO President or presiding officer.

#### **SECTION G. Conflict of Interest:**

1. An ASO officer may not simultaneously serve as an officer of a club, or as executive or managing editor of the LACC Collegian. Club membership is not affected by this provision.
2. No ASO officer may simultaneously serve as an ASO employee.
3. No officer will propose or vote on any item in which they or any member of their family have a financial interest.
4. An ASO Officer shall not have a vote in club matters in which they are affiliated with.

### **ARTICLE IV. SPONSORSHIP**

**Section A. *Goals of Sponsorship:*** In recognition of the diverse views of the campus, the goals of the Student Senate as they relate to sponsorship are to promote the empowerment and recognition of all students from different ethnicity, color, national origin, ancestry, religion, creed, gender, sex (except as exempt from Title IX), pregnancy, marital status, medical condition (cancer related), sexual orientation, age, disability, socio-economic status, or veteran's status. This commitment is manifested in striving toward the recruitment, retention, and success of all students, faculty, staff, and administration. Moreover, through the sponsorship of student organizations, the support of the ASO toward student organizations will be reflected in providing chartering and the necessary resources, where funding is available, to ensure quality programs on campus. Most importantly, the Student Senate strongly advocates for the existence and empowerment of student groups that have the following concerns:

1. Providing avenues for the student body to serve and assist the community in addressing societal problems including, but not limited to, educational and socioeconomic disadvantages.

2. Providing services that address the general health, well-being, and overall development of students.
3. Providing programming and academic opportunities that supplement the general curriculum of the College, thus enhancing and enriching the educational experience of the campus community.
4. Supporting the academic success, retention, and recruitment of students, staff, faculty, and administrators.
5. Helping to create a campus environment that will increase the interaction and dialogue among culturally diverse communities.

Additionally, this section will guide the Student Senate in determining which groups it will financially sponsor. The Student Senate would ideally like to sponsor all student groups that reflect the diversity within LACC; however, due to limited resources, the Student Senate is forced to limit sponsorship to those student groups whose existence and operations are in accordance with the goals of the Student Senate and are, therefore, vital to the overall governance of the ASO.

## **ARTICLE V. ADVERTISING**

### **SECTION A. LOGOTYPE POLICY**

1. All programs which are sponsored by the ASO, and all organizations which sponsor programs and/or events that receive funding from the ASO, must include all of the following information on the face of all printed materials, including print media advertising, posters, flyers, and any other printed item, which promote their programs:

- a. "Sponsored by the ASO"
- b. "Paid for by the ASO", pursuant to the Student Senate.
- c. The officially recognized logo (graphic symbol) of the ASO.

i. The two

official logos of the ASO are:

ii. The ASO



Emblem for promotional materials is:

iii. The ASO including cards, business of



Official Seal for all business the agendas, minutes, business letterhead, and any other official the Student Senate is:

2. For print media advertising, the phrase, "Paid for by the ASO" must appear within confines of the ad space. The logo and the lettering must be no smaller than 10-point type.

3. If an advertisement or printed item is smaller than 3" x 5", the ASO logo may be omitted, but the phrase "Paid for by the ASO" must still be included.

## **ARTICLE VI. ELECTIONS**

**SECTION A.** The ASO Elections will be held in accordance with the California Education Code, the LACCD Board Rules and Administrative Regulations, the ASO Constitution and Election Codes; and all student body elections shall be decided by a majority vote, unless specified otherwise.

### **SECTION B.** Election Committee:

1. The ASO Election Committee shall consist of at least three (3) non-candidate ASO students. The ASO Advisor will serve as the committee's advisor. The ASO Advisor will handle all complaints regarding an infraction of the rules and regulations governing student body elections in accordance with the applicable LACCD Administrative Regulations and the ASO Constitution.

### **SECTION C.** Initiatives:

1. Five (5) percent of the student body may petition for the passage of legislation submitted to the Student Senate. In the event such a petition is verified, it shall be submitted to the student body for a vote at the next general election.

2. Should such legislation or provision be passed by two-thirds (2/3) vote of the Student Senate, it shall become effective immediately and not submitted to the electorate.

**SECTION D.** Referendums: Any action of the Student Senate may be challenged by the following procedure:

1. Five (5) percent of the student body may petition for revocation of such an action. The ASO Executive Vice President will present such a petition to the Student Senate.

2. The Student Senate will reconsider its original decision. A two-thirds (2/3) roll call vote will be necessary to sustain the original action. If such a vote is not obtained, the action is rescinded without further action.

3. If such a vote is obtained, it shall be submitted to the electorate within thirty (30) regular instructional days.

## **ARTICLE VII. IMPEACHMENT**

**SECTION A.** The ASO President and the Student Senate have the authority to remove through impeachment, for just cause, any officer of the Student Senate.

**SECTION B.** Grounds for Impeachment:

1. Any one of the following may constitute grounds for impeachment of an ASO Officer:

a. Having more than three (3) excused or unexcused absences from official Student Senate meetings.

b. Failure to actively fulfill one's duties as a position holder on the Student Senate.

c. Gross misconduct while carrying out ASO related activities. d. Acting in a manner which contradicts the spirit of the ASO Constitution and Bylaws.

**SECTION C.** Procedure:

1. The Student Senate may pass a bill of impeachment - or - An impeachment proceeding may be initiated against any ASO Officer by obtaining names, signatures and ID numbers of a two-thirds (2/3) majority of the number of voters in the last general election.

2. The petition must contain the reasons for the impeachment. It shall be put to a roll call vote of the Student Senate at the next meeting, with a two-thirds (2/3) absolute majority vote needed for approval.

3. Once the bill of impeachment has been approved, a single item Special Meeting of the Student Senate is called to hear testimony and make a final decision. Both sides shall be given equal time and opportunity. Said officer shall represent him/herself.

4. Removal from office becomes effective immediately upon passage of the motion to remove said officer from office, with all rights and privileges of said office being forfeit.

5. An appeal may be submitted to the ASO Advisor for determination by the College President, whose decision will be final.

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Revised 8/80

Revised 11/91

Revised 9/92

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Revised 6/15/99

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