

Associated Students of Washington State University Global By-Laws

TITLE I - ASWSU GLOBAL CODE OF ETHICS

90.00 CODE OF ETHICS

90.10 Preamble: The leaders and representatives of the Associated Students of Washington State University Global (ASWSUG) represent the unique and diverse population of students seeking a degree at a distance through Washington State University. ASWSUG seeks to promote the well-being of students by respecting the integrity, dignity, and value of individuals, with the acknowledgment of differences. ASWSUG provides services and activities to the student body while maintaining a professional environment. Allegiance to these ideas requires those in positions of leadership within ASWSUG to refrain from and discourage behavior that threatens the freedom and respect every individual deserves.

90.20 All members of ASWSUG who assume leadership roles, including Senators, Executive Officers, and ASWSUG Committee members shall uphold the following mission and goals of ASWSUG:

- To place the interests of the membership of ASWSUG above personal goals and values and to clearly distinguish between statements which represent personal views and the views of ASWSUG.
- To recognize that ASWSUG is organized in accordance with Associated Students of Washington State University guidelines, and to obey all lawful authorities, including the Articles of Incorporation, State of Washington Administrative Codes, and S&A Fee Guidelines.
- To read and seek to understand the ASWSUG Constitution and By-laws before accepting a position of responsibility and to act in accordance with the spirit and intent of those documents.
- To acknowledge and make public any involvements which may cause potential conflict of interest with ASWSUG.
- To seek to involve all members in ASWSUG activities and services.
- To work to uphold a positive image of ASWSUG.
- To recognize that student leaders serve as role models, and to refrain from conduct that involves dishonesty, fraud, deceit, misrepresentation, discrimination, and other forms of conduct prohibited by the WSU Conduct Code.
- To not misuse the tangible and intangible resources of ASWSUG for personal gain.
- To follow the approved policies for bringing about change as stated in the ASWSUG Constitution and By-laws.

90.30 All members of ASWSUG who assume leadership roles, including Senators, Executive Officers, Judicial Committee Members, the Election Committee, ASWSUG Committee members, and Administrative Committee Appointees shall abide by the following guidelines regarding treatment of colleagues:

- A. Demonstrate professional courtesy, emphasizing respect for others and their opinions.
- B. Explore just methods of resolving conflict.
- C. Communicate openly and honestly in carrying out ASWSUG responsibilities.
- D. Recognize a fair decision-making process, which acknowledges and respects both majority and minority voices.
- E. Delegate responsibility with the expectation that those duties will be fulfilled reflecting personal methods and styles.

F. Support each individual's endeavors to fulfill the duties of their position.

G. Objectively evaluate the opinions and actions of others.

H. Not engage in nor tolerate language or actions, which may discriminate against or devalue any individual student, group of students, or student organization.

90.40 Violations of this Code of Ethics may be adjudicated by an ASWSUG Judicial Committee, in accordance with Title V of the ASWSUG By-laws.

TITLE II - SYSTEM OF BY-LAWS

100.00 PURPOSES

100.10 The ASWSUG By-laws shall have the following purposes:

- To implement the ASWSUG Constitution.
- To specify the policies and operating procedures of ASWSUG not otherwise enumerated in the ASWSUG Constitution.
- To specify the powers, functions, duties, and responsibilities of all ASWSUG officials not otherwise enumerated in the ASWSUG Constitution.
- To serve as the organizational manual for ASWSUG.

110.00 BY-LAWS AUTHORITY

110.10 No part of these By-laws may supersede any part of the ASWSUG Constitution.

110.20 If any part of these By-laws is found to be in conflict with the ASWSUG Constitution, the pertinent By-laws shall be suspended until such time as that part is amended in such a fashion that it is no longer in conflict with the Constitution.

120.00 BY-LAW COMPLIANCE

120.10 All members of ASWSUG serving in any capacity whatsoever within ASWSUG must comply with the By-laws, unless such compliance is in direct conflict with the ASWSUG Constitution, the rules and regulations of Washington State University, or any State or Federal law.

120.20 Willful and/or deliberate disregard of these By-laws may be adjudicated by an ASWSUG Judicial Committee, in accordance with Title V of the ASWSUG By-Laws.

120.30 ASWSUG By-laws are to be in compliance with the ASWSUG Constitution, the rules and regulations of Washington State University, and any State or Federal law.

130.00 BY-LAW FORM

130.10 The ASWSUG By-laws shall be divided into titles dealing with related and similar subjects. Each title shall be, in turn, divided into numerical chapters.

130.20 Each chapter may be subdivided by means of a decimal arrangement such as the following: Chapter 100.00, 100.10, 100.20, and so on. Each of these sections may in turn be subdivided by the use of capital letters in alphabetical order.

140.00 BY-LAW AMENDMENT

140.10 The ASWSUG By-laws may be amended as provided in the Constitution.

140.20 The ASWSUG Senate Chair shall be responsible for ensuring that the standards, format, and consistency of these By-laws are maintained.

TITLE III--THE LEGISLATIVE BRANCH

200.00 ASWSUG SENATE COMPOSITION

200.10 The ASWSUG Senate shall be composed of no less than five and no more than eight Senators to represent the interests and needs of the ASWSUG membership.

210.00 ASWSUG SENATE CHAIR

210.10 The ASWSUG Vice President shall also act as the Chair of the ASWSUG Senate as provided in the Constitution.

220.00 STANDING RESPONSIBILITIES OF THE SENATE

220.10 The ASWSUG Senate shall have the following specific standing responsibilities will be referenced in:

- ASWSUG Constitution
- ASWSUG By-Laws
- ASWSUG Student Leader Handbook

230.00 ASWSUG SENATE VOTING PROCEDURES

230.10 All votes on bills, resolutions, confirmations, and matters requiring a vote shall be consistent with the Open Public Meetings Act.

230.20 Proxy voting by absent Senators shall not be allowed.

230.30 The Judicial Committee may adjudicate any controversy arising out of a Senator's conflict of interest, in accordance with Title V of the ASWSUG By-laws.

230.40 Senators shall be limited to two (2) minutes of discourse, on any subject, during meetings. This limitation is conditional upon formal request to the Chair to set it aside at the beginning of the meeting.

240.00 ASWSUG SENATE BILLS

240.10 Bills are draft documents proposing legislative action to the Senate for approval.

240.20 Bills shall be sponsored by two or more Senators or by the ASWSUG Vice President in conjunction with one or more Senator.

240.30 Presentation of Bills to the Senate shall be consistent with the Open Public Meetings Act.

240.40 Bills shall be passed by a simple majority vote of the seated Senate.

240.50 If a Bill is passed by the Senate, within four school days, the ASWSUG President shall take one of the following actions:

- A. Sign the Bill, in which case, it shall take immediate effect.
- B. Not sign the Bill, in which case it shall take effect five school days after its passage by the Senate.
- C. Veto the Bill by posting such action on the ASWSUG website, followed by a formal letter in writing to both the ASWSUG Senate Chair and Senate within five school days.

240.60 A vetoed Bill shall be automatically returned to the Senate at the next regularly scheduled meeting. A vetoed Bill shall require a two-thirds vote of the seated membership of the Senate to override the veto and take effect.

240.70 The ASWSUG Secretary shall make knowledge of all actions by the ASWSUG Senate available to the general membership through the ASWSUG website.

240.80 Final copies of Bills shall carry the following:

- A. The date of approval by the Senate
- B. The signature of the officer presiding at the approval
- C. The dated signature of the ASWSUG President, if signed into effect by the ASWSUG President.

250.00 ASWSUG SENATE RESOLUTIONS

250.10 Resolutions are documents approved by the Senate that formally state the policy, opinion, will, or intent of ASWSUG.

250.20 Resolutions shall be sponsored by two or more Senators or by the ASWSUG Vice President in conjunction with one or more Senator.

250.30 Resolutions shall be open for debate upon presentation to the Senate.

250.40 Resolutions shall take effect immediately upon their approval by a simple majority of the Senate.

250.50 Final copies of Senate Resolutions shall carry the following:

- A. The date of approval by the Senate
- B. The signature of the officer presiding at its approval.

260.00 DUTIES OF ASWSUG SENATORS

260.10 All ASWSUG Senators shall fulfill the responsibilities as outlined in their position agreement. Duties include, but are not limited to: participating in the annual ASWSUG Leadership Retreat, regularly attending all ASWSUG Senate and committee meetings, attending and/or chairing assigned ASWSUG events, and completing office hours.

260.20 Expectations of Attendance:

- A. The ASWSUG President shall establish a calendar of meetings within the first week of taking office to be presented to the Senate for approval. If a Senator cannot attend a particular meeting, it is the Senator's responsibility to inform the ASWSUG Senate Chair and Advisor. Any Senator missing more than fifteen (15) minutes of a meeting may be marked as absent by the presiding officer.
- B. The ASWSUG Senate event calendar will be determined at the annual ASWSUG Leadership Retreat, from which Senators will be assigned their event attendance schedule for the year.
- C. Any Senator who misses three scheduled ASWSUG Senate meetings or assigned events will forfeit the position of Senator. In the next scheduled Senate meeting, the removed Senator may

petition to be re-seated by approval of the Senate by a simple majority vote. If the Senator is not reinstated in this meeting, a replacement Senator will be sought.

260.30 Senators shall hold office from the date of the Pullman spring commencement ceremony to the date of commencement the following year.

TITLE IV - THE EXECUTIVE BRANCH

300.00 ASWSUG PRESIDENT

300.10 The ASWSUG President shall carry out the policy of ASWSUG as set in the ASWSUG Constitution and By-laws and Senate action.

300.20 The ASWSUG President shall oversee all ASWSUG programs and activities subject to the direction of the ASWSUG Senate.

300.30 In addition to the powers and duties provided in the Constitution, the ASWSUG President shall have responsibilities, including:

- A. To coordinate efforts concerning the representation of student needs with WSU at Global, Pullman, and the branch campuses.
- B. To represent ASWSUG at meetings and to the media as required.
- C. To represent ASWSUG on the Washington State University Student Government Council (WSUSGC).

300.40 The ASWSUG President shall appoint students to University-wide committees upon request of the WSU Global Campus administration.

300.50 The ASWSUG President shall appoint the following as directed by the ASWSUG Constitution and By-laws:

- A. ASWSUG Committee Chairs
- B. ASWSUG Judicial Committee Members
- C. ASWSUG Election Committee Members
- D. ASWSUG Executive Cabinet Officers

300.60 The ASWSUG President shall hold office from the date of the WSU Pullman spring commencement to the date of commencement the following year.

300.70 The ASWSUG President shall post and maintain at least ten (10) office hours per week throughout the entire term of office, to include summer session, but excluding holidays and school breaks (Intersession, Thanksgiving, winter, and spring).

300.80 The ASWSUG President will provide an official report at every Senate meeting.

310.00 ASWSUG VICE PRESIDENT

310.10 The ASWSUG Vice President shall also serve as Senate Chair as provided in the Constitution.

310.20 The ASWSUG Vice President shall assume all powers and duties of the ASWSUG President in the event that the President is absent or unable to perform the obligations associated with the office.

310.30 The Vice President shall carry out other duties as directed by the ASWSUG President, Constitution, By-laws, and Senate policy.

310.40 The ASWSUG Vice President shall hold office from the date of the WSU Pullman spring commencement to the date of commencement the following year.

310.50 The ASWSUG Vice President shall post and maintain at least ten (10) office hours per week throughout the entire term of office, to include summer session, but excluding holidays and school breaks (Intersession, Thanksgiving, winter, and spring).

320.00 ASWSUG SECRETARY

320.10 A Senator selected by the President shall serve as the ASWSUG Secretary and shall have the following duties and responsibilities:

A. The Secretary shall make knowledge of all actions by the ASWSUG Senate available to the general membership through the ASWSUG website.

B. The Secretary shall maintain a separate voting record showing the date, the motion, those in attendance, and their vote.

C. The Secretary shall maintain meeting minutes for all scheduled Senate meetings and distribute to the Senate Chair no later than 5 days after the meeting.

330.00 ASWSUG TREASURER

330.10 A Senator selected by the President shall serve as the ASWSUG Treasurer and shall have the following duties and responsibilities:

A. The ASWSUG Treasurer shall maintain a record of all ASWSUG expenditures, using S&A Fees accounting practices and guidelines.

B. Provide an official report every Senate meeting, and prepare other reports as required.

C. Prepare the annual ASWSUG budget proposal for recommendation to the Senate before presenting it to the S&A Fees Committee.

TITLE V - JUDICIAL COMMITTEE

400.00 COMMITTEE STRUCTURE AND RESPONSIBILITIES

400.10 A Judicial Committee shall be appointed as provided in the Constitution. The judicial power of ASWSUG shall be vested in the ASWSUG Judicial Committee, which shall be composed of three justices. Justices shall be appointed by the ASWSUG President with majority consent of the Senate. The Chair of the Judicial Committee shall be the Chief Justice.

400.20 The ASWSUG Judicial Committee must be members of ASWSUG, must be enrolled with WSU Global Campus for at least three credits every semester, except the summer semester, and must be in good academic standing with the University. Members of the ASWSUG Judicial Committee shall hold no other elected or appointed positions within ASWSUG.

400.30 Members of the Judicial Committee shall may serve from the date of their appointment until the termination of their enrollment in WSU Global Campus, not including summer semesters.

400.40 The ASWSUG Judicial Committee shall not act without a quorum of three members.

400.50 The Judicial Committee shall be the By-law and Constitution interpreting body of ASWSUG, and shall have and execute the power to act on all cases and controversies arising under the

ASWSUG Constitution and By-laws. No Executive Branch act or omission shall contravene with any expressed Judicial Committee ruling. The Judicial Committee shall have the following specific powers and duties:

- To act within twenty (20) school days of the formal filing of a complaint with the Chief Justice. Twenty (20) days shall commence upon receipt of hard copy at the WSU Global Campus office in Pullman, WA.
- To validate or invalidate any ASWSUG election upon receipt of an official complaint by the ASWSUG Election Committee, a two-thirds (2/3) majority vote of the seated Senate, or a petition signed by fifteen percent (15%) five percent (5%) of ASWSUG membership, consistent with the ASWSUG By-laws.
- To establish ASWSUG Judicial Committee procedures and guidelines by a majority vote.

400.60 The Chief Justice of the ASWSUG Judicial Committee shall have and execute the following duties:

- Call and preside over sessions of the ASWSUG Judicial Committee.
- Notify all Justices and parties of the date, time, and means of communication for hearings.
- Notify all Justices and parties, in writing, of the date, time, means of communication for hearings, and the charges of the complaint(s) at least ten (10) days before the scheduled hearing.
- Notify all parties, in writing, of the charges within twenty (20) school days of receiving a complaint.
- Make written copies of all ASWSUG Judicial Committee decisions available to the ASWSUG President, Senate Chair, and the parties involved within ten (10) days of the hearing.

400.70 A member of the ASWSUG Judicial Committee may be removed from the Judicial Committee upon a two-thirds (2/3) majority vote unanimous vote of the seated ASWSUG Senate.

410.00 PETITIONS

410.10 All petitions or issues for consideration shall be presented to the Chief Justice, who shall bring the issue before the entire committee for a determination of merit.

410.20 Petition forms shall be available from the ASWSUG website.

410.30 Completed petitions shall include the name, address, email address, and telephone number of the petitioner(s), and the specific constitutional provision allegedly involved.

420.00 HEARING PROCEDURES

420.10 The Judicial Committee shall determine whether or not a valid constitutional issue is in question. Should it be determined that there is a valid question, the Judicial Committee shall hold a hearing within twenty (20) days of a filed complaint and can request written and verbal information it deems appropriate to resolve the issue.

430.00 DECISION NOTIFICATION

430.10 Opinions of the Judicial Committee shall be issued within ten (10) school days of the hearing date and made available by the Chief Justice, or the Chief Justice's designated officer, to the ASWSUG President.

430.20 All decisions shall be posted on the ASWSUG website and be made available for the next regularly scheduled meeting of the Senate.

430.30 Dissenting opinions, if any, shall accompany the majority decision.

TITLE VI - BUDGET AND FUNDING CODES

500.00 BUDGET RESPONSIBILITIES

500.10 Every governing and operating body, recognized committee and club shall present detailed budgets with written justification to the ASWSUG Treasurer for consideration during budget hearings.

500.20 All committees must serve to meet the agreements reached with the Senate during budget hearings (i.e. service to ASWSUG, etc.).

510.00 BUDGET GUIDELINES

510.05 State funds shall be used in compliance with existing laws and policies.

510.10 A committee is an arm of ASWSUG that is controlled and funded by the Senate and that supports the philosophical goals of ASWSUG.

510.15 A recognized student organization is an individual, internal, autonomous group with its own purposes and viewpoints, and is not affiliated with ASWSUG.

510.20 Committee and funding guidelines shall be adhered to.

510.25 There will be a yearly review of the budget guidelines by the Senate under the leadership of the ASWSUG Treasurer.

510.30 Any request for funding by groups other than committees first should be organized into specific areas of ASWSUG, and into a particular committee if feasible.

510.35 All ASWSUG-related student travel must be authorized by ASWSUG Advisor and arrangements made through the WSU Global business office.

510.40 Individuals who attend a conference with ASWSUG funds will report to the Senate on what was gained at the conference.

510.45 Conferences regarding specific committees shall be budgeted to that committee's travel budget. Other conference travel for multi-committee purposes shall be budgeted in General Overhead. The same accountability standards, such as reports, exist for all conference travel.

510.50 The standard University mileage allotment will be reimbursed for mileage on private cars.

510.55 ASWSUG will fund only legitimate travel that serves all of ASWSUG.

510.60 The property of the state will remain the property of the state.

TITLE VII - ELECTION CODES

600.00 ELECTION CODE AUTHORITY AND AMENDMENT

600.10 ASWSUG Election Codes shall govern all ASWSUG elections, primary, general, and special, as called for by the ASWSUG Constitution and mandates from the Senate.

600.20 The Election Codes, as part of the ASWSUG By-laws, shall be amended only by a two-thirds vote of the seated Senate Membership.

600.30 Day to day authority and control of all ASWSUG elections shall be delegated by the Senate and invested in the ASWSUG Election Committee.

610.00 ELECTION COMMITTEE

610.10 The Election Committee members shall all be members of ASWSUG and be enrolled with WSU Global Campus for at least three credits every semester of the regular academic year. The Election Committee members shall not be returning to an elected or appointed position in ASWSUG.

610.20 The Election Committee, composed of two or more members, shall be appointed by the ASWSUG President during the fall semester to serve the current academic year. The Election Committee appointees must be approved by an affirmative vote of a simple majority of the Senate.

610.30 The Election Committee members shall serve for one academic year but may be appointed to successive terms.

610.40 The Election Committee members shall not run for any elected ASWSUG office. If an Election Committee member wishes to run for such office, he or she must resign from the Election Committee five (5) school days before the beginning of the filing period.

610.50 The Election Committee members shall not actively support, promote, or campaign for or against any candidate or ballot issue to be decided by an ASWSUG election. To do so is grounds for dismissal from the committee.

620.00 ELECTION COMMITTEE AUTHORITIES, POWERS, AND DUTIES

620.10 The Election Committee shall have the following powers and duties for all general, special and recall elections.

- To adopt election rules, subject to the consent of the ASWSUG Senate.
- To interpret the Election Codes whenever necessary. That interpretation shall be binding, subject to subsequent appeal to the ASWSUG Judicial Committee.
- To refer any issues regarding enforcement of the Election Codes to the Judicial Committee for consideration and possible action.
- To inform ASWSUG that an election is forthcoming, and to advertise the event.
- To coordinate filing procedures for candidates and ballot issues.
- To validate candidate and ballot issue petitions.
- To act as an information resource in regard to ASWSUG Election Codes to all interested parties.
- To provide absentee ballots upon request to any ASWSUG member.
- To prepare and submit ballots to the Senate for approval.
- To notify all candidates and ballot sponsors of election results within one (1) day of the final tabulation.
- To post the election results for all of ASWSUG.

- To inform candidates and sponsors of ballot issues of formal complaints regarding Election Code Violations filed against them within thirty-six (36) hours of the complaint being filed.

621.00 POLLING SITE

621.10 The ASWSUG website shall serve as the common polling site, and shall be well publicized by the Election Committee.

621.20 The polling site shall be open as specified by the Election Committee.

621.30 No person shall be allowed to electioneer, circulate literature or handbills, or to solicit signatures for any petitions on any special, primary, or general election day.

621.40 The Election Committee shall ensure that no campaign materials representing any candidate or ballot item are associated with the polling section of the ASWSUG website or sent with ballots. Any campaign material placed in the polling section shall be considered an Election Code violation.

630.00 ASWSUG GENERAL ELECTIONS

630.10 The General Election shall be held annually as determined by the Constitution and the Election Committee.

630.20 The purposes of the General Election shall be the following:

- To elect the members of the ASWSUG Senate.
- To elect the ASWSUG President.
- To elect the ASWSUG Vice President.
- To vote on any ballot issues proposed to the membership of ASWSUG.

640.00 GENERAL ELECTION CALENDAR

640.10 The General Election Calendar shall be submitted by the Election Committee to the Senate in the fall of each academic year, no later than the first day of November.

640.20 The General Election Calendar shall include the following:

- The dates of the filing period
- The date of the meeting for candidates
- The date campaigning begins
- The date candidates' filing petitions are due
- The dates of the General Election
- The date by which all campaign material must be removed
- The date candidates' expense declarations are due
- The date by which all complaints of violations are due
- The date by which open campaigning must end

650.00 CANDIDATE QUALIFICATIONS

650.10 All candidates shall meet the qualifications for the position they are seeking as provided in the Constitution.

651.00 FILING

651.10 Filing shall be defined as either of the following:

- Submitting an official Declaration of Candidacy
- Receiving an Election Packet.

651.20 All candidates shall file for themselves.

651.30 All candidates shall submit an official Declaration of Candidacy at the time they file. The Declaration of Candidacy shall include at least the following information:

- The candidate's full legal name
- The candidate's address, phone number and electronic mail address
- The number of credit hours currently being taken by the candidate
- The candidate's cumulative grade point average
- The position that the candidate is seeking

651.40 All candidates shall receive an Election Packet at the time of filing, which shall contain the following items:

- The ASWSUG Constitution and By-laws
- The Election Calendar
- Expense declaration forms

651.50 All candidates may begin campaigning on the date set by the Election Committee for open campaigning, after receiving an election packet. It is the responsibility of the candidates to obtain a complete election packet and to read and abide by the Election Codes.

652.00 THE CANDIDATES' MEETING

652.10 The Candidates' Meeting on the ASWSUG website shall be organized and conducted by the Election Committee on the date set on the Election Calendar and shall be open to the public.

652.20 Attendance at the Candidates' Meeting shall be mandatory for all candidates or representatives of candidates, and for sponsors of all ballot issues or their representatives. Failure to attend shall be considered an Election Code violation.

652.30 The Election Committee shall answer any and all questions regarding the election and shall make sure all codes are completely understood by all candidates and parties present.

660.00 CAMPAIGNING

660.10 Campaigning shall be defined as the use of any written or verbal presentation in the name of any candidate or ballot issue.

660.20 There shall be no campaigning before or after the dates posted on the Election Calendar.

660.30 All candidates or sponsors of ballot issues shall ensure that they do not break any applicable laws.

660.40 Nontraditional campaign mediums must be cleared through the Election Committee.

660.50 Candidates and sponsors of ballot issues may advertise at their own expense.

660.60 Failure to adhere to any of these campaign policies shall be considered an Election Code violation.

661.00 CAMPAIGN EXPENDITURE LIMITATIONS

661.10 The Campaign Expenditure Limitations shall be determined by the Election Committee and shall be posted during filing and announced at the Candidates' Meeting.

661.20 Corporate or local business contributions may not be accepted in exchange for advertising on campaign materials.

661.30 Campaign expenditure reporting shall be governed by Article VI, Section 2 (b), of the ASWSUG Constitution, with the following qualifications:

- Campaign expenditure reports must be submitted even if there were no expenditures incurred over the course of the campaign.
- The report shall be made on an official Declaration of Campaign Expenditures form.
- The Election Committee shall assign a fair market value on all donated materials or services.
- Failure to submit a Declaration of Campaign Expenditures form or late submission of the form shall be considered an Election Code violation.

662.00 CAMPAIGN MATERIAL

662.10 All campaign material must be removed from the ASWSUG website voting section by 9:00 p.m. PST the night before voting begins.

662.20 Only candidates or sponsors of ballot issues, their authorized representatives, or members of the Election Committee are allowed to remove any campaign materials.

662.30 No verbal or written campaigning shall be permitted in any academic arena at any time.

663.00 WRITE-IN CANDIDATES

663.10 Write-in candidates shall be bound by Chapters 620, 630, 640, 650, 652 (if the meeting has not already occurred), 660, 661, 662, and 664 of the Election Codes from the time their candidacy is communicated to a third party.

664.00 ELECTION CODE VIOLATIONS

664.10 Hearing Procedure

- The Election Committee shall refer any complaint to the Judicial Committee.
- The Election Committee must receive a written complaint before any action can be referred to the Judicial Committee. Complaints will be accepted until 5:00 p.m. PST on the third school day following the date expense sheets are due. The Election Committee, however, may automatically refer any violation it discovers to the Judicial Committee.
- The Judicial Committee will act on each violation as soon as possible at an open hearing.
- The Judicial Committee will hold a closed meeting after the hearing to determine the action to be taken. The Judicial Committee has a choice of the following courses of action if the defendant is found guilty of the violation:
 - Publicize a verbal warning
 - Demand that the defendant remove all campaign material, and/or disallow any further campaign material

- Restrict all campaigning for a limited period of time
- Restrict all campaigning entirely
- Remove the candidate's name or the ballot issue from the ballot
- Invalidate the election or any part of the election results if a violation has had a substantial impact on the outcome of the election
- Invalidate an appropriate number of petition signatures
- If the Judicial Committee has determined that a candidate has exceeded the spending limit, then it shall fine that ticket or campaign \$1.00 for every dollar overspent
- If the Judicial Committee determines that a winning candidate has spent more than 15 percent (15%) over the spending limit, the Judicial Committee shall either invalidate the candidate or a new election shall be held for the office involved without the invalidated candidate participating.
- The Judicial Committee has the right to use any combination of these degrees in their decision.
- Transcripts of the violation meeting shall be made with copies kept on file and available to any interested parties.

665.00 Candidates shall be notified within forty-eight (48) hours of the decision regarding each violation.

670.00 INITIATIVES

670.10 An initiative shall be handled as provided in the Constitution.

670.20 For an initiative to be placed on the ballot at a general or special election it shall be presented in keeping with the Constitution.

670.30 The Election Committee shall formulate an unbiased and non-argumentative title and a brief explanation of the purpose of the initiative without argument or prejudice. If the proponents are dissatisfied with the title or wording, they may appeal it to the Judicial Committee for amendment.

670.40 For an initiative to pass, it must receive a simple majority of the votes cast in the election.

670.50 For the purposes of these Codes, initiative campaigns shall be considered the same as Senate candidates and shall be bound by Chapters 620, 630, 640, 650, 651, 652, 660, 662, 663, 664, 670, 671, and 672.

671.00 REFERENDUM

671.10 A referendum shall be handled as provided in the Constitution.

671.20 The Senate shall formulate a title and a brief explanation of the purpose of the referendum without argument or prejudice.

671.30 For a referendum to be approved, it must receive a simple majority of affirmative votes in the election.

672.00 CONSTITUTIONAL AMENDMENT

672.10 A constitutional amendment shall be handled as provided in the Constitution.

672.20 The Election Committee shall formulate a title and a brief explanation of the purpose of the constitutional amendment without argument or prejudice. If the proponents are dissatisfied with the measure's title or wording, they may appeal it to the Judicial Committee.

680.00 SPECIAL ELECTIONS

680.10 Special elections shall be held as required by the ASWSUG Constitution for the following purposes:

- To fill vacancies in the ASWSUG Senate.
- To complete invalidated elections.
- To recall the ASWSUG President, ASWSUG Vice President or ASWSUG Senators.
- To bring any ballot measure before ASWSUG.

681.00 SPECIAL ELECTIONS TO FILL VACANCIES

681.10 Time Constraints

Should an election for a Senate position be invalidated, a special election shall be held within fifteen (15) days of the Judicial Committee's decision to invalidate.

Should both the Presidential and Vice Presidential positions (or President-Elect and Vice President-Elect) become simultaneously vacant, or should two (2) or more vacancies occur on the ASWSUG Senate at any one time, the Senate shall direct that a special election be held within a reasonable time.

681.20 The special election calendar shall cover the same points covered in the general election calendar.

682.00 SPECIAL ELECTIONS FOR BALLOT MEASURES

682.10 Time Constraints

Initiatives - Should an initiative be filed with the Election Committee more than forty (40) school days before an already scheduled general, primary, or special election, or after such has already occurred, the Senate shall call a special election, which shall take place within twenty (20) days of the filing.

Referendums and Constitutional Amendments - Should a referendum or a constitutional amendment be put forth by the Senate more than forty (40) school days before an already scheduled general, primary, or special election, or after such has already occurred, the Senate shall call a special election, which shall take place within twenty (20) school days of the referendum's passage by the Senate.

682.20 Chapters 620, 621, 630, 640, 650, 651, 652, 660, 661, 662, 663, 664, 670, 671, or 672, 680, and 682 of the Election Codes shall govern all special elections for a ballot measure.

690.00 RECALL ELECTIONS

690.10 The President, President-Elect, Vice President, Vice President-Elect, Senators, and Senators-Elect may be recalled from office for misfeasance, malfeasance, or nonfeasance.

690.20 For a recall question to be placed on the ballot at a general election, the following criteria shall be met.

- A copy of the grounds for recall, along with a list of names and addresses of the sponsoring ASWSUG members shall be filed with the Election Committee.

- Petitions signed by at least ten percent of ASWSUG membership shall be submitted for verification to the following officers:
- The President for Senatorial recall elections.
- The Senate Chair for Presidential recall elections.

690.30 Upon verification, the Senate shall set a reasonable date for a recall election.

690.40 Should a special recall election become necessary, all parties involved shall be governed by chapters 620, 650, 651, and 652 of the Election Codes.

690.50 For a recall question to be approved, it must receive a simple majority affirmative vote.

TITLE VIII - SUMMER CONTROL OF ASWSUG

700.00 AUTHORITY

700.10 The interests and affairs of ASWSUG shall be managed jointly by the ASWSUG President, Vice President, and Senators during the summer session. They may not, however, counter specific directives given by the Senate during the final budget approval in the spring.

710.00 REPORT OF SUMMER ACTIVITIES

710.10 A written or verbal report of summer activities shall be made at the first Senate meeting in the fall.

TITLE IX - GENERAL COMMITTEE GUIDELINES

800.00 BECOMING AN ASWSUG COMMITTEE

800.10 The Senate may grant committee status to any student group requesting recognition. In order to submit an ASWSUG budget request, committee status must be granted by the Senate at least thirty (30) days before the ASWSUG budget request deadline.

800.20 Any group applying for ASWSUG committee status must enlist the support of at least one Senator who is willing to sponsor a bill asking for ASWSUG committee status to be granted to the group. This bill shall contain the following information:

- The group's statement of purpose
- Proposed programming or services to be provided by the group

800.30 The committee status bill shall be referred to the Senate for analysis of worth after its first public reading. The Senate shall present a report that summarizes an opinion of the prospective committee's value, including the following:

- A description of goals and implementation thereof
- Student needs not already met by any active ASWSUG committee
- Student interest in the proposed committee and how this interest is determined
- Proposed yearly operating budget and anticipated committee income

800.40 Notice of the committee status hearing shall be made public in accordance with the Open Meetings Act, or successive statutes.

800.50 The committee status hearing shall include testimony of any group or individual who wishes to voice information regarding the granting of ASWSUG committee status to the group applying.

800.60 Upon completion of the report from the Senate, the committee status bill shall go before the Senate for any further debate, and action.

810.00 FUNDING OF NEWLY RECOGNIZED ASWSUG COMMITTEES

810.10 Once recognized as an ASWSUG Committee, the new committee is eligible to apply for the funding of an operating budget.

810.20 Counseling on funds shall be sought by the new committee from the ASWSUG Treasurer.

820.00 ASWSUG COMMITTEE AFFILIATION

820.10 All ASWSUG Committees shall be required to acknowledge affiliation with ASWSUG in any advertising or publication they produce.

830.00 ASWSUG COMMITTEE CHAIRS

830.10 All committee chairs must meet the following requirements:

- Be currently enrolled with WSU's Global Campus for at least three credits during each semester of the regular academic year.
- Be in good academic standing with the University.

830.20 Selection Process

All committee chairs shall be elected from the committee membership.

- Final committee chair appointments shall be made by the ASWSUG President.
- The ASWSUG Senate shall confirm all ASWSUG committee chair appointments.

830.30 All committee chairs shall submit budget requests to the ASWSUG Senate for approval.

840.00 COMMITTEE MEMBERSHIP

840.10 Any WSU student seeking a degree coordinated by WSU Global Campus is eligible to be a member of an ASWSUG committee.

850.00 COMMITTEE PROGRAMMING REQUIREMENTS

850.10 All ASWSUG committees shall strive to provide programming as required by their purpose.