



EASTERN

WASHINGTON UNIVERSITY

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ASSOCIATED STUDENTS OF
EASTERN WASHINGTON UNIVERSITY

ASEWU REVIEW AND PROPOSAL AGENDA

Wednesday, October 31st, 2018

Patterson Hall, Room 104, 1:00 p.m.

1. Call to Order
2. Roll Call
 - Josiah Martinez, Speaker Pro-tem
 - Stacey Reece, SAIL Director
 - Madi Casto, ASEWU, Graduate Affairs
 - Angelica Garcia-Macias, ASEWU, Legislative Affairs
 - Sarahi Gutierrez, ASEWU, Academic Affairs
 - Taylor Coffell, ASEWU Superior Court, Clerk
 - Grace Callahan, Program Support Supervisor
 - Raul Sanchez, ASEWU Superior Court, Chief Justice
3. Unfinished Business
 - a. Bill 2018-19/ 707
 - b. Bill 2018-19/ 708
 - c. Bill 2018-19/ 202
 - d. Bill 2018-19/ 204
 - e. Bill 2018-19/ 504
 - f. Bill 2018-19/ 121
 - g. Bill 2018-19/ 114
 - h. Bill 2018-19/ 306
 - i. Bill 2018-19/ 117
 - j. Bill 2018-19/ 123
 - k. Bill 2018-19/ 702
 - l. Bill 2018-19/ 706
4. New Business
 - a. Bill 2018-19/ 108
5. Announcements
 - a. The next meeting is TBA
6. Adjournment

Bill: 2018-19/707
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the performance evaluation power of the ASEWU Superior Court.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

As per Article IV of the ASEWU Constitution, the Superior Court shall have the authority to review twice annually the performance of ASEWU Council and Executives.

SECTION 2: Procedure for Cabinet

Twice annually, all appointed members of the ASEWU Cabinet shall be reviewed by a panel of three (3) ASEWU Superior Court Justices. The panel shall consist of two (2) ASEWU Superior Court associate Justices and the Chief Justice. The ASEWU Superior Court clerk may also be in attendance to take notes when requested by the chief justice.

These annual reviews shall take place:

- A) At theNearing the end of fall quarter; and
- B) Nearing the end of winter quarter.

All appointed members of the ASEWU Cabinet shall review two (2) officials of the ASEWU. Of these evaluations, the first shall be assigned by the ASEWU Superior Court. The second evaluation will be of an official of the member's choosing. Each member of the ASEWU Cabinet shall also perform a written appraisal of the ASEWU Executive branch as a whole.

The President shall provide the Superior Court Chief Justice with a written appraisal of the members' performances as outlined in Bylaw 103. A schedule of all evaluations shall be posted by the Superior Court Clerk one (1) week prior to the date of evaluation.

The ASEWU Superior Court Justices shall evaluate each cabinet member according to:

- A) The duties outlined in the ASEWU Bylaw 114;
- B) The written evaluations submitted by officials of the ASEWU; and
- C) The written appraisals submitted by the ASEWU President.

A summary of the evaluations of the Cabinet shall be presented at the earliest convenient ASEWU Council meeting following the completion of all evaluations.

SECTION 3: Procedure for Council Representatives

Twice annually, all elected or appointed ASEWU Council Representatives shall be reviewed by a panel of three (3) Superior Court Justices. The panel shall consist of two (2) ASEWU Superior Court associate Justices and the Chief Justice. The ASEWU Superior Court clerk may also be in attendance to take notes when requested by the chief justice.

These annual reviews shall take place:

- C) ~~At the~~Nearing the end of fall quarter; and
- D) Nearing the end of winter quarter.

All elected or appointed ASEWU Council Representatives shall review ~~two-three~~ (23) officials of the ASEWU. Of these evaluations, the first shall be assigned by the ASEWU Superior Court. The second evaluation will be of a member of the representative's choosing. The third shall be their assigned associate justice. Each ASEWU Council Representative shall also perform a written appraisal of the ASEWU Executive branch as a whole.

The Executive Vice President shall provide the Superior Court Chief Justice with a written appraisal of each representative's performance as outlined in Bylaw 104, Section 6. A schedule of all evaluations shall be posted by the Superior Court Clerk one (1) week prior to the date of evaluation.

The ASEWU Superior Court Justices shall evaluate each representative according to:

- A) The duties outlined in the ASEWU Constitution, Article II;
- B) The duties outlined in ASEWU Bylaw 107;
- C) The monthly written reports submitted by the Council Representative;
- D) The written evaluations submitted by officials of the ASEWU; and
- E) The written appraisals submitted by the Executive Vice President.

A summary of the evaluations of the Council Representatives shall be presented at the earliest convenient ASEWU Council meeting following the completion of all evaluations.

SECTION 4: Procedure for Executives

Twice annually, all elected or appointed ASEWU Executives shall be reviewed by the full ASEWU Superior Court. The ASEWU Superior Court clerk may also be in attendance to take notes when requested by the chief justice.

These annual reviews shall take place:

- A) ~~At the~~Nearing the end of fall quarter; and
- B) Nearing the end of winter quarter.

The elected or appointed ASEWU President and ~~Director of Finance~~ Vice President shall review ~~two-three~~ (23) officials of the ASEWU. Of these evaluations, the first shall be assigned by the ASEWU Superior Court. The second evaluation will be of a member of the executive's choosing. The third evaluation will be of the ASEWU Superior Court chief justice.

The elected or appointed ASEWU Executive Vice President shall review ~~one-two~~ (12) officials of the ASEWU. Of these evaluations, the first shall be as assigned by the ASEWU Superior Court. The second evaluation will be of the ASEWU Superior Court chief justice. This is in addition to individual Council Representatives' evaluations indicated in Bylaw 104.

Prior to the ASEWU Superior Court evaluation, any elected or appointed ASEWU Council Representative shall have the opportunity to submit a letter detailing their evaluation of the Executive up for evaluation. Such letters shall be submitted to the ASEWU Superior Court Chief Justice three (3) business days prior to the evaluation. Anonymous accusations shall not be accepted for consideration by the ASEWU Superior Court. A schedule of the evaluations shall be posted by the ASEWU Superior Court Clerk one (1) week prior to the date of evaluation.

The ASEWU Superior Court Justices shall evaluate the executive members according to:

- A) The duties outlined in the ASEWU Constitution, Articles II & III;
- B) The duties outlined in their corresponding Bylaw (103, 104 or 105);
- C) The monthly written reports submitted by the executive; and
- D) Any letters and all written evaluations submitted by ASEWU Council Representatives and Cabinet.

A summary of the evaluations of the executives shall be presented at the earliest convenient ASEWU Council meeting following the completion of all evaluations.

SECTION 5: Definition of Actions

Following a performance evaluation, the ASEWU Superior Court shall hereby be invested with the powers necessary to ensure that all elected or appointed ASEWU Council members are fulfilling their duties as stipulated in the ASEWU Constitution and Bylaws without a hearing. Those powers shall include one (1) or more of the following actions:

- A. Formal written warnings;
- B. Discretionary sanctioning; and
- C. Retraining by the ASEWU Advisor or designee.

Any person that does not successfully complete any part of a sanction given to them by the ASEWU Superior Court shall be found in violation of their duties and shall return to the Court for further evaluation. The ASEWU Superior Court may grant exceptions to any part of this section in extreme circumstances if probable cause is given by the Accused.

SECTION 65: Due Process

In the event ~~of that one of the following~~ disciplinary actions are taken against any elected or appointed ASEWU ~~r~~Representative, hearings shall be conducted as per Bylaw 704.

- A. Inactive for a designated amount of time not to exceed a quarter without pay; or
- B. Removal from office for non-performance of duties.

SECTION 76: Appeals Process

~~—— If an ASEWU Council Representative is not satisfied with the evaluation rendered by the panel of three (3) justices, they may request a review by the full ASEWU Superior Court. Such an appeal shall be submitted in writing within three (3) business days of the original evaluation. The ASEWU Superior Court shall hear any appeal within three (3) business days from the date of the appeal.~~

All judgments made by the ASEWU Superior Court can be overturned by the ASEWU Council with a unanimous vote, as per Article IV, Section VI of the ASEWU Constitution. The appeal must be given to the ASEWU Executive Vice President ~~at least within~~ three (3) business days after receiving a judgment.

SECTION 7: Rescinded

Bylaw 2015-16/707 is hereby rescinded.

SPONSOR(S): Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/708
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the performance evaluation power of a review board for justices of the ASEWU Superior Court.

Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

A review board shall be created with one (1) voting member of the ASEWU Council (excluding the executive vice president), the ASEWU president, the and the dean of students or designee to have the authority to review twice annually the performance of the justices of the ASEWU Superior Court.

SECTION 2: Procedure for ASEWU Superior Court Associate Justices

These annual reviews shall take place:

- A) Near the second week of winter quarter; and
- B) Near the second week of spring quarter.

The Chief Justice shall provide the members of the review board with a written appraisal of the associate justices' performances.

The review board shall evaluate each associate justice according to:

- A) The duties outlined in the ASEWU Bylaw 701;
- B) The written evaluations submitted by officials of the ASEWU; and
- C) The written appraisals submitted by the chief justice.

SECTION 3: Procedure for the ASEWU Superior Court Chief Justice

These annual reviews shall take place:

- C) Near the second week of winter quarter; and
- D) Near the second week of spring quarter.

Each associate justice shall provide the members of the review board with a written appraisal of the performances of the chief justice.

The review board shall evaluate the chief justice according to:

- D) The duties outlined in the ASEWU Constitution, Article IV;
- E) The duties outlined in the ASEWU Bylaw 701;
- F) The written evaluations submitted by officials of the ASEWU; and
- G) The written appraisals submitted by the associate justices.

SECTION 4: Definition of Actions

Following a performance evaluation, the review board shall hereby be invested with the powers necessary to ensure that all justices of the ASEWU Superior Court are fulfilling their duties as stipulated in the ASEWU Constitution and Bylaws without a hearing. Those powers shall include one (1) or more of the

following actions:

- A. Formal written warnings;
- B. Discretionary sanctioning; and
- C. Retraining by the ASEWU Advisor or designee.

Any person that does not successfully complete any part of a sanction given to them by the review board shall be found in violation of their duties and shall return to the review board for further evaluation. The review board may grant exceptions to any part of this section in extreme circumstances if probable cause is given by the Accused.

SECTION 5: Due Process

In the event that one of the following disciplinary actions are taken against an ASEWU Superior Court justice, hearings shall be conducted as per Bylaw 702.

- A. Inactive for a designated amount of time not to exceed a quarter without pay; or
- B. Removal from office for non-performance of duties.

SECTION 6: Appeals Process

All judgments made by the review board can be overturned by the ASEWU Council with a unanimous vote. The appeal must be given to the ASEWU executive vice president within five (5) business days after receiving a judgment.

SPONSOR(S): Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/202
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act relating to ASEWU election schedule.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

To establish a timeframe for candidacy applications and polling times for elections during the academic year.

SECTION 2: Filing for Candidacy

Filing for candidacy shall be open for at least nine (9) business days, open no later than the ninth week of winter quarter and close no later than the tenth week of winter quarter.

SECTION 3: Candidacy Info Sessions

At least two (2) info sessions for candidacy applicants shall be held no later than the last scheduled day of filing.

SECTION 4: Primary Elections

Primary elections shall open at 8:00 a.m. on the second Tuesday of spring quarter and close at 10:00 p.m. on the second Thursday of spring quarter. Changes to election days may be approved with a two-thirds majority vote by the ASEWU Council.

SECTION 5: General Elections

General elections shall open at 8:00 a.m. on the fourth Tuesday of spring quarter and close at 10:00 p.m. on the fourth Thursday of spring quarter. Changes to election days may be approved with a two-thirds majority vote by the ASEWU Council.

SECTION 6: Special Elections

Special elections shall open at 8:00 a.m. on the first day approved by the ASEWU Council and close at 10:00 p.m. on the last day approved by the ASEWU Council.

SECTION 7: Run-off Elections

If necessary, run-off elections shall open at 8:00 a.m. on the second Tuesday following a general or special election and close at 10:00 p.m. on the second Wednesday following a general or special election. Changes to election days may be approved with a two-thirds majority vote by the ASEWU Council.

SPONSOR: Raul Sanchez

COMMITTEE REFERRAL: Review and Proposal.

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/204
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act relating to ASEWU candidacy info session.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

To establish the contents presented at the candidacy info sessions to inform applicants about the rules, regulations, university policy, the ASEWU Constitution and Bylaws for campaigning during elections.

SECTION 2: Presentation

The info session will cover the following information:

- A. The eligibility of applicants based on the ASEWU Constitution;
- B. The process of primary and general elections;
- C. The use and submission of Campaign Expense Forms;
- D. Rules and regulations of the EWU's Poster Policy;
- E. Campaign restrictions within residence halls, student organizations, and polling stations;
- F. Restrictions of university supplies and expenses;
- G. The process for submitting grievances, the Election Board hearings and the ASEWU Superior Court appeal hearings;
- H. Any bylaws in the 200 series not mentioned above and;
- I. Any other information the Director of Elections deems pertinent.

SECTION 3: Meetings for Unavailable Applicants

Should an applicant be unavailable to attend a candidacy info session, it is their responsibility to schedule a meeting with the director of elections or designee to be provided with information presented at candidacy info sessions. The applicant would not be eligible to campaign or have their name on the ballot should they fail to complete this requirement.

SPONSOR: Raul Sanchez.

COMMITTEE REFERRAL: Review and Proposal.

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/108
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the standing committees of the ASEWU Council.
Be it enacted by the ASEWU Council that:

SECTION 1: Establishment

There are hereby established three (3) standing committees of the ASEWU Council known as the "Finance Committee," "Review and Proposal" and the "Pence Union Building Board."

SECTION 2: Selection

After the selection of the ASEWU speaker pro tem, ASEWU Council representatives shall be appointed to one (1) of the three (3) standing committees on or by the second scheduled ASEWU Council meeting of each academic quarter. ASEWU representatives shall select their standing committees with senior representatives, based on the number of quarters of Council experience, selecting first. The representative(s) with the least amount of quarters on Council shall select last. When two (2) or more representatives have been on Council the same number of quarters, the representatives of that "seniority group" will draw numbers to determine the order in which they will chose their standing committee. In the case of the absence of a Council representative, the individual will be designated to the remaining open standing committee position by the ASEWU executive vice president regardless of seniority.

SECTION 3: Responsibilities

The established committees shall:

- A. Consider all matters referred to them by the ASEWU Council;
- B. Not delay presentation to the ASEWU Council of any legislation, reports, or other items referred to it for more than two (2) regularly scheduled meetings of the ASEWU Council without permission of the sponsor; and
- C. Be governed by the latest edition of *Robert's Rules of Order, Newly Revised*.

SECTION 4: Finance Committee

The duties and responsibilities of Finance Committee shall be as per current Bylaw 502.

SECTION 5: Review and Proposal

The duties and responsibilities of the Review and Proposal Committee shall be as per current Bylaw 503.

SECTION 6: Pence Union Building Board

The duties and responsibilities of the Pence Union Building Board shall be as per current Bylaw 501.

SECTION 7: University Recreation Center Governance Board

The duties and responsibilities of the University Recreation Center Governance Board shall be as per current Bylaw 504.

SECTION 78: Attendance

Attendance of ASEWU standing committees.

- A. ASEWU representatives are required to hold voting membership on one (1) standing committee.
- B. Said standing committees are required to hold regularly scheduled meetings during fall, winter, and spring quarters, of which times and dates shall be agreed upon by the consensus of the committee membership so that only minimal conflict may arise with attendance.
- C. Representatives, who miss two (2) consecutive committee meetings or three (3) meetings during a quarter, may lose membership on that committee. The committee member's seat shall be declared vacant by the chairperson of the committee or if the chairperson is the delinquent party, the ASEWU Council shall declare the seat vacant.

SECTION 89: Action

No official action shall be taken during any meeting of said standing committees without the presence of a quorum. Quorum shall consist of a simple majority of each said standing committee, as per Article II, Section IV of the ASEWU Constitution.

SECTION 910: Rescinded

Bylaw 2017-18/108A is hereby rescinded.

SPONSOR: Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bylaw: 2018-19/504
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act relating to the University Recreation Center Governance Board, a standing committee of the ASEWU Council.

Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

The University Recreation Center Governance Board, hereafter referred to as URCGB, shall be established to regulate all governing policies and financial matters, including maintenance and administrative services, and approve activities and related academic courses for the University Recreation Center. URCGB will have jurisdiction, within the limitation of state law, on all matters of policy, activity, and financial matters concerning the University Recreation Center; and shall be the official representative body of the ASEWU in all matters of University Recreation Center operations. The committee will provide an opportunity for all interested viewpoints to be heard at the University Recreation Center Advisory Council meetings.

SECTION 2: Membership

The membership of the URCGB shall consist of:

- A. The ASEWU athletic affairs and university advancement Representative who shall serve as chair;
- A.B. At least one (1) other ASEWU Council Representative;
- B.C. The ASEWU president;
- C.D. The director of the University Recreation Center or their designee;
- D.E. One (1) student representative of the EPIC program;
- E.F. Two (2) students at large appointed by the ASEWU president with the advice and consent of the ASEWU Council;
- F.G. One (1) representative from the Office of Business and Finance;
- G.H. The dean of students or their designee;
- I. One (1) University Recreation Center tenant or their designee, representing all University Recreation Center tenants.

The non-voting membership of the URCGB shall consist of:

- A. One (1) ASEWU Superior Court Justice; and
- H.B. Any student or staff member may participate as a non-voting member of the URCGB.

SECTION 3: Voting

Quorum for the URCGB is ~~two-thirds (2/3)~~ simple majority of its voting members. Any item needs a simple majority in order to pass. Any item without unanimous consent can be forwarded to the university president for their consideration, with a majority vote following the passing of the item. The chair of the URCGB shall vote only in the case of a tie.

Bill: 2018-19/121
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act relating to the ASEWU Council Clerk.
Be it enacted by the ASEWU Council that:

SECTION 1: Appointment

The ASEWU executive vice president may appoint and remove Council clerks subject to the advice and consent of the ASEWU Council. Interviews for these positions will be conducted by, but not limited to, the ASEWU executive vice president and the ASEWU program support supervisor I.

SECTION 2: Eligibility

To be eligible for the position of Council clerk, one (1) shall:

- A. Be a member of the ASEWU;
- B. Have and maintain a two point five (2.5) cumulative grade point average at the university;
- C. Currently be enrolled for at least six (6) credit hours; and
- D. Have completed at least six (6) credit hours the previous quarter (excluding summer quarter).

SECTION 3: Duties

- A. The Council clerk shall be responsible for:
 - 1. Maintaining a file of the official ASEWU Council minutes;
 - 2. Preparing documents upon request of the ASEWU Council;
 - 3. Meet with the ASEWU president once a quarter or as necessary to obtain or provide pertinent information
 - 4. Submitting a final written report to the ASEWU executives, to summarize all projects assigned to them by the ASEWU executive vice president. This document is to be submitted by the last Council meeting of spring quarter;
 - 5. Attending all ASEWU cabinet meetings;
 - 6. Presenting a summary of cabinet members activities at all ASEWU Council meetings;
 - 7. Submitting a monthly written report of accomplishments and other job-related activities to the ASEWU executives;
 - 8. Publishing the monthly written reports of executive, Council, cabinet, and Court members to EagleSync and made available at the following Council meeting;
 - 9. Performing other Council-related duties as requested by the ASEWU executive vice president;
 - 10. Collaborating with the executive vice president to prepare the agendas for all Council meetings and work sessions;
 - 11. Preparing minutes as assigned by the ASEWU executive vice president in accordance with Bylaw 119;

12. Maintaining a calendar of all ASEWU funded events and conferences related to clubs and organizations, and/or any other student requesting ASEWU funding; and
 13. Using the aforementioned calendar to follow-up with all clubs, organizations, and/or students that receive ASEWU funding, request that they give a short presentation at the Council meeting directly following their event or conference.
- B. The Council Clerk shall be assigned to keep records at all of the following meetings:
1. ASEWU work sessions and
 2. ASEWU Council meetings.
- C. The Council Clerk shall attend no less than two (2) non-ASEWU hosted events per quarter that the clerk is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBT+, immigration, etc. These events must be approved by the ASEWU executives in written form.

SECTION 4: Office Hours

The ASEWU Council clerk shall establish and maintain a minimum average of nineteen (19) hours per week (excluding finals week) of the current academic quarter (excluding summer quarter) and not to exceed twenty-four (24) hours in a week.

A. At least twelve (12) of the ~~nineteen (19)~~ said hours shall be spent ~~in the ASEWU Cheney offices~~ between the hours of 8:00 a.m. and 5:00 p.m. in the ASEWU Cheney office and/or between 8:00 a.m. and 8:00 p.m. in the Student Organization suite of any regular university day.

A.B. ~~These scheduled office hours must be posted by the end of the second week of the quarter and at least eight (8) of these office hours must be spent in the ASEWU Cheney office weekly. All-office~~ hours must be documented.

SECTION 5: Reports

An activity report shall be submitted biweekly by the ASEWU council clerk by 11:59 p.m. every other Friday during the academic year to the ASEWU executive vice president. This report shall include:

A. Meetings and events attended;

B. Communications with individuals pertinent to their position;

C. Issues of concern to the ASEWU and any recommendations, if any;

D. All out of the office hours activities; and

E. Other information, comments, etc. pertinent to ASEWU and/or department.

A monthly written report shall be submitted by the ASEWU council clerk and presented at the ASEWU Council meeting specified by the ASEWU executive vice president. Reports shall be submitted to all members of the ASEWU Council, executives, court and cabinet twenty-four (24) hours prior to the

ASEWU Council meeting, not including weekends or holidays, and shall include:

- A. Meetings and events attended;
- B. Communications with individuals pertinent to their position;
- C. Issues of concern to the ASEWU and any recommendations, if any;
- D. Future business and meetings; and
- E. Other information, comments, etc. pertinent to ASEWU and/or department.

SECTION 56: Rescinded

Bylaw 2017-18/121 is hereby rescinded.

SPONSOR: Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/114
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing cabinet positions.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

By the authority granted to the ASEWU President under Article III, Section IV of the ASEWU Constitution, the following cabinet positions are hereby created but not limited to Director of Elections, ~~Director of Information Technology~~, Executive Assistant, Legislative Liaison, Media and Graphic Designer, Public Relations Specialist, and EWU Spokane Campus Liaison.

SECTION 2: Responsibilities of Director of Elections

The ASEWU Director of Elections is chiefly responsible for organizing and managing the ASEWU spring election process—both primary and general elections—and if necessary any special election called by the ASEWU Council.

The cabinet member shall:

- A. Be thoroughly versed and knowledgeable of the ASEWU constitution and bylaws specifically dealing with the elections;
- B. Coordinate and work with other ASEWU cabinet members in advertising for candidates and getting the student-at-large population to vote;
- C. Inform and educate the student population of any constitutional amendments, initiatives, or referendums on the ballot;
- D. Prepare the ASEWU Elections Portal on EagleSync for prospective candidates. Information online should include access to the ASEWU constitution and bylaws that directly relate to the student elections, policies and guidelines that affect the way candidates campaign, compile a general candidate information, declaration of candidacy, eligibility, and electronic waiver forms;
- E. Meet and coordinate with the developer and manager of the ASEWU election tabulation program by the end of the fourth week of winter quarter for the first meeting;
- F. Meet and coordinate with the Chief Housing Officer or designee to schedule when and how candidates can campaign in the residence hall system by the end of the tenth week of fall quarter for the first meeting;
- G. Coordinate, plan, and execute the candidates' information session, the general election student forum, and any additional candidate receptions, or "meet and greet" events or programs;
- H. Plan, present, and seek the approval of the ASEWU Council of prospective polling stations;
- I. Reserve space, tables, and chairs for the individual polling stations by completing the necessary paperwork through EagleSync at least three (3) weeks prior to any event. If there is a polling location in the Library,

- complete the “Request for Event or Display in JFK Library” form (which is found on the EWU Libraries website) and return to the Dean of Libraries;
- J. Reserve laptops from the Library for both the primary and general election two (2) weeks prior to check out;
 - K. Recruit and have the students approved to serve on the ASEWU election board by the end of the eighth week of winter quarter;
 - L. Coordinate the publication of the **ASEWU Voters' Pamphlet**;
 - M. Notify and hire, if necessary, the required number of election clerks;
 - N. Determine and verify the eligibility of candidates for office;
 - O. Coordinate and obtain the raw election results from the manager of the ASEWU election tabulation program;
 - P. Post unofficial election results in the ASEWU office suite and on the ASEWU website;
 - Q. Mediate any grievances filed by candidates or other parties, or if necessary, contact ASEWU Election Board members and/or ASEWU Superior Court. When necessary post hearing dates, location and times and resulting hearing judgment;
 - R. Present primary, general and/or special elections results at the appropriate ASEWU Council meeting(s) for approval once all grievances have been addressed and/or mediated.
 - S. Work with the ASEWU Superior Court in the training of the Election Board members no later than the ~~second-tenth~~ week of ~~spring-winter~~ quarter;
 - T. Maintain a permanent election file which include candidates running, sample of advertisings, at least one (1) copy of the ASEWU Voters Pamphlet, articles in newspapers, grievances filed and resulting action, and election results;
 - U. Submit a monthly written report of accomplishments and other ~~job~~ ~~related~~job-related assignments and projects to the ASEWU President. At the completion of the cabinet member's tenure in office, ~~he/shethey~~ will submit a final written report summarizing the ASEWU elections and projects and events and research conducted by the member to the ASEWU President and Council;
 - V. Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;
 - W. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the director of elections is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQ+, immigration, etc. These events must be approved by the ASEWU executives in written form; and
 - X. Other duties as assigned by the ASEWU executives.

~~SECTION 3: Responsibilities of the Director of Information Technology~~

~~The cabinet member shall:~~

- ~~A. Carry out duties delegated by the ASEWU executives;~~

- ~~B. Create and maintain the ASEWU website;~~
- ~~C. Maintain a file of all pertinent and/or permanent information pertaining to the operations of the Director of Information Technology;~~
- ~~D. Function as an executive assistant with the primary responsibility of directing all information technology based business functions of the ASEWU as guided by the President;~~
- ~~E. Maintain ASEWU office space computers;~~
- ~~F. Maintain clubs and organizations office space computers;~~
- ~~G. Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;~~
- ~~H. Attend no less than two (2) non ASEWU hosted events per quarter that the director of information technology is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBT+, immigration, etc. These events must be approved by the ASEWU executives in written form.~~

SECTION 43: Responsibilities of Executive Assistant

The Executive Assistant is responsible to assist the ASEWU executives with any research, projects and/or outreach as necessary.

The cabinet member shall:

- A. Carry out duties delegated by all ASEWU executives;
- ~~B. Submit a monthly written report of accomplishments and other job related activities to the ASEWU President;~~
- ~~C.~~B. Meet Bi-weekly with the ASEWU President, ASEWU Director of Finance, and ~~or~~ ASEWU Executive Vice President;
- ~~D.~~C. Submit to the ASEWU President a final written report to summarize all projects assigned to them;
- ~~E.~~D. Submit a monthly report of accomplishments and other ~~job related~~job-related activities to all ASEWU Council members;
- ~~F.~~E. Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;
- ~~G. Record and report cabinet members' weekly office hours to the ASEWU president;~~
- ~~H.~~F. On a quarterly basis, serve on at least one (1) university committee at the discretion of the ASEWU president;
- ~~I.~~G. Plan and conduct cabinet meetings with the ASEWU president on a bi-weekly basis;
- ~~J.~~H. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the assistant is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBT~~Q~~+, immigration, etc. These events must be approved by the ASEWU executives in written form;

- I. ~~Other duties as assigned by the ASEWU executives.~~ Maintain a file of all pertinent and/or permanent information pertaining to the operations of the Executive Assistant;
- J. ~~Conduct research on things assigned topics that they by the ASEWU executives need from them.;~~
- K. ~~Setting up meetings and managing~~ Maintain the calendar of the ASEWU Executives and schedule meetings on their behalf;
- K.
- L. Coordinate and/or collaborate on at least one (1) services or events per quarter (excluding summer quarter) on the EWU Spokane campus;
- M. Attend at least one (1) ASWSU-S student government meeting per quarter; and report back to the ASEWU president;
- N. Chair the ASEWU Traditions and Spirit committee; and
- O. Other duties as assigned by the ASEWU executives.

SECTION 54: Responsibilities of Legislative Liaison

In order to provide a student voice in Olympia during the Washington State Legislative Session, the ASEWU Legislative Liaison ~~is hereby created~~ advocates for the legislative agenda approved by the ASEWU Council.

The cabinet member shall:

- A. Attend all meetings of the Washington Student Association (WSA) unless prior consent is given by the ASEWU Council;
- B. Attend all meetings of the ASEWU Student Legislative Action Committee when not in Olympia;
- C. Prepare and research issues/matters of concern to Eastern students regarding state policy matters;
- D. Lobby on the behalf of Eastern students and the WSA;
- E. In coordination with the ASEWU President and the ASEWU Legislative Affairs representative, create a legislative agenda for the ASEWU;
- F. Report monthly to the ASEWU Council and as needed to the ASEWU President and ASEWU Legislative Affairs representative;
- G. Submit at least one (1) legislative update article to the campus newspaper;
- H. Attend at least one (1) Student Achievement Council meeting;
- I. Submit a monthly report to the local WSA chapter and a weekly report with the ASEWU President summarizing:
 - 1. Who they met with;
 - 2. Appointments, highlighting higher education committee meetings;
 - 3. Issues requiring immediate action; and
 - 4. Any other significant information.
- J. During the legislative session, report weekly to the ASEWU President in a form agreed upon between the ASEWU President and the cabinet member;
- K. Meet regularly with the ASEWU Legislative Affairs representative, WSA liaisons and the University's designated legislative lobbyist;
- L. Prepare an end-of-session final report including recommendations for the next year's session to include recommended lobbying practices during the fall quarter in anticipation of the legislative session;

- M. Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;
- N. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding winter ~~term~~ and summer quarter) that the legislative liaison is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQ+, immigration, etc. These events must be approved by the ASEWU executives in written form; and
- O. Other duties as assigned by the ASEWU executives.

SECTION 65: Responsibilities of Media and Graphic Designer

The Media and Graphic Designer is responsible for all matters of advertising materials and creative designs for the ASEWU and Student organizations.

The cabinet member shall:

- A. Prepare materials to advertise student government meetings, forums, activities, programs and the yearly student body elections;
- B. Review, develop, and keep record of all completed graphic design request forms submitted by officials of the ASEWU;
- C. Provide assistance to Eagle Entertainment and student ~~clubs and~~ organizations in advertising these organizations' programs, events and activities;
- D. Investigate, research and implement other methods to better inform the general student population and the campus community about the activities and projects of the student government;
- E. Submit weekly updates ~~to~~ and attend weekly meetings with the Council Clerk;
- F. Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;
- G. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the media and graphic designer is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQ+, immigration, etc. These events must be approved by the ASEWU executives in written form; and
- H. Other duties as assigned by the ASEWU executives.

SECTION 76: Responsibilities of Public Relations Specialist

The primary responsibility of the Public Relations Specialist is to instill the direction of the overall image of the ASEWU as the Council sees fit, using social media efforts, local media outlets and public relations campaigns to do so.

The cabinet member shall:

- A. On a weekly basis, prepare and distribute at least one (1) written press release that includes the actions, activities, programs, legislative concerns and issues addressed by the ASEWU Council. These press releases should also include programs and concerns presented by ASEWU registered clubs and organizations and the activities of the EWU Board of Trustees which directly or indirectly affect the general student population;
- B. Meet and/or communicate at least three (3) times per quarter with each of the following media outlets: the university's media campaign specialist, the Director of University Relations, *The Easterner*, *The Cheney Press*, *The Spokesman Review*, *The Inlander*, the KEWU (campus radio station), as well as any local area television and radio stations as needed;
- C. Attend the following meetings, events, and programs, reporting pertinent information through press releases:
 - 1. Student organization meetings;
 - 2. University-sponsored forums regarding students; and
 - 3. Other meetings as determined by the ASEWU executives.
- D. In accordance with Bylaw 313, serve as chair of the Public Relations Committee;
- E. Investigate, research, and implement other methods to better inform the student population and the campus community about the activities and projects of the ASEWU;
- F. Create and maintain the ASEWU website;
- F.G. Maintain and monitor social media efforts (Facebook, Twitter, etc.);
- H. Be involved with the broadcast committee;
- G.I. Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;
- H.J. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the public relations specialist is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQ+, immigration, etc. These events must be approved by the ASEWU executives in written form; and
- K. Other duties as assigned by the ASEWU executives.
- I. ~~Would be a part of the broadcast committee.~~

Section 87: Responsibilities of the EWU Spokane Campus Liaison

The primary responsibility of the EWU Spokane Campus Liaison is to advocate for the student on the EWU Spokane Campus, research the needs of that population, and provide services and events on behalf of the ASEWU Council.

The cabinet member shall:

- A. During their tenure in office, the liaison must be enrolled in at least one (1) class per quarter at the EWU Spokane campus;

- B. Hold meetings at least three (3) times per quarter with the ASEWU Graduate Affairs representative; Director of Student Services Spokane; and EWU Student Activities, Involvement, and Leadership;
- C. Maintain communication with the ASEWU Student Activities representative regarding ASEWU clubs/organizations and programs;
- D. Assist the ASEWU Graduate Affairs representative in hosting quarterly events open to graduate students/EWU students on the EWU Spokane Campus;
- ~~E. Hold at least eight (8) of the ten (10) office hours per week on the EWU Spokane campus between the hours of 8:00 a.m. and 5:00 p.m.;~~
- ~~F.E.~~ Coordinate and/or collaborate on at least two (2) services or events per quarter (excluding summer quarter) on the EWU Spokane campus;
- ~~G.F.~~ Serve as the EWU Spokane liaison for all EWU students;
- ~~H.G.~~ Meet and/or communicate with the Associated Students of Washington State University-Spokane (ASWSU-S) and work to maintain the relationship between ASEWU and ASWSU-S;
- ~~I.H.~~ Attend at least one (1) ASWSU-S student government meeting per quarter;
- ~~J.I.~~ Investigate, research and implement other methods to better inform the general student population and the EWU Spokane campus community about the activities and projects of the student government;
- ~~K.J.~~ Report bi-weekly updates to the ASEWU Council about the activities and projects of the EWU Spokane campus;
- ~~L.K.~~ Attend at least one (1) ASEWU Council meeting per quarter and all regular ASEWU trainings, workshops and retreats;
- ~~M.L.~~ Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the Spokane campus liaison is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQ+, immigration, etc. These events must be approved by the ASEWU executives in written form; and
- ~~N.M.~~ Other duties as assigned by the ASEWU executives.

SECTION 98: Office Hours

~~All cabinet members shall establish and maintain a minimum of twelve (12) office hours per week (excluding finals week) of the current academic quarter. At least ten (10) of the twelve (12) said hours shall be spent in the ASEWU offices between the hours of 8:00 a.m. and 5:00 p.m. of any regular university day.~~

The media and graphic designer shall establish and maintain a minimum of twelve (12) average hours per week (excluding finals week) of the current academic quarter and not to exceed twenty (20) hours in a week. At least eight (8) of the twelve (12) said hours shall be spent between the hours of 8:00 a.m. and 5:00 p.m. in the ASEWU Cheney office; between 8:00 a.m. and 8:00 p.m. in the ASEWU Spokane office and/or between 8:00 a.m. and 8:00 p.m. in the Student Organization Suite of any regular university day. These office hours

shall be established and posted in the ASEWU offices by the end of the first week of the current academic quarter and four (4) of these office hours shall be spent in the ASEWU Cheney office weekly. All outside office hours must be documented in writing.

The director of elections, executive assistant, public relations specialist and the EWU Spokane Liaison shall establish and maintain a minimum of twelve (12) average hours per week (excluding finals week) of the current academic quarter and not to exceed twenty (20) hours in a week. At least six (6) of the said hours shall be spent between the hours of 8:00 a.m. and 5:00 p.m. in the ASEWU Cheney office; between 8:00 a.m. and 8:00 p.m. in the ASEWU Spokane office and/or between 8:00 a.m. and 8:00 p.m. in the Student Organization Suite of any regular university day. These office hours shall be established and posted in the ASEWU offices by the end of the first week of the current academic quarter and four (4) of these office hours shall be spent in the ASEWU Cheney office weekly. All outside office hours must be documented in writing.

The Legislative Liaison shall establish and maintain a minimum average of twelve (12) hours per week (excluding finals week) during fall and spring quarters and not to exceed twenty (20) hours in a week. shall be spent between the hours of 8:00 a.m. and 5:00 p.m. in the ASEWU Cheney office; between 8:00 a.m. and 8:00 p.m. in the ASEWU Spokane office and/or between 8:00 a.m. and 8:00 p.m. in the Student Organization suite of any regular university day. These office hours shall be established and posted in the ASEWU offices by the end of the first week of the current academic quarter and four (4) of these office hours shall be spent in the ASEWU Cheney office weekly. They shall maintain a minimum of nineteen (19) hours a week for the eleven (11)-week legislation session during the winter quarter. All out of office hours must be documented in writing.

SECTION 109: Reports

An activity report shall be submitted biweekly by each ASEWU cabinet member by 11:59 p.m. every other Friday during the academic year to the ASEWU president and Council clerk. This report shall include:

- A. Meetings and events attended;
- B. Communications with individuals pertinent to their position;
- C. Issues of concern to the ASEWU and any recommendations, if any;
- D. All out of the office hours activities; and
- E. Other information, comments, etc. pertinent to ASEWU and/or department.

A monthly written report shall be submitted by each ASEWU Cabinet member and presented at the ASEWU Council meeting specified by the ASEWU President. Reports shall be submitted to all members of the ASEWU Council, executives, court and cabinet twenty-four (24) hours prior to the ASEWU Council meeting, not including weekends or holidays, and shall include:

- A. Meetings and events attended;
- B. Communications with individuals pertinent to their position;
- C. Issues of concern to the ASEWU and any recommendations, if any;

- D. Future business and meetings; and
- E. Other information, comments, etc. pertinent to ASEWU and/or department.

SECTION ~~11~~10: Appointment

The process of selection of the ASEWU cabinet members shall adhere to the following:

1. The ASEWU President may appoint up to six (6) cabinet positions with the advice and consent of the ASEWU Council adhering to the guidelines established by the Bylaw 123 and provided that there is a budget for said number of positions and
2. All applicants and members of the ASEWU Cabinet shall have and maintain at least a ~~two-point~~two-point five (2.5) cumulative grade point average at the university and be enrolled for and complete six (6) credit hours the previous quarter (excluding summer quarter).

SECTION 11: Rescinded

Bylaw 2017-18/114A is hereby rescinded.

SPONSORS: Dante Tyler

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/306
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act relating to the Advisory of school spirit and tradition committee.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

The Eagle spirit and traditions Committee is to provide information and feedback regarding the traditions of the university.

SECTION 2: Membership

The membership of the committee shall consist of:

- A. Athletic Affairs and University Advancement Representative
- B. The ASEWU public relations specialist;
- C. Three (3) students at large appointed by the ASEWU president with the advice and consent of the ASEWU Council;
- D. One (1) students at large who live in the residence halls (Community Advisor);
- E. One (1) student at large involved with athletics; and
- F. Executive Assistant chairs.

The non-voting membership of the committee shall consist of:

- A. One (1) Alumni of the university
- B. The Director of Athletics or designee
- C. Dean of Students or designee
- D. SAIL Advisor

SECTION 3: Voting

- A. Quorum for the spirit and traditions Committee is a majority of its voting members.
- B. Vacant positions shall not be included in the voting members.

SECTION 4: Responsibilities

The committee shall:

- A. Educate students, faculty, staff and community members on the history and accomplishments of the EWU community.
- B. Advice and provide support for ideas to athletics, ASEWU, administration, alumni association, and any other related organizations
- C. Survey students, staff, and faculty
- D. Identify and promote events on campus that build Eagle spirit and tradition.
- E. Collaborate with others on campus and community events that cultivate spirit and tradition.

Bill: 2018-19/117
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the process for selecting the student member of the Eastern Washington University Board of Trustees.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

In compliance with SSB 5517, a student member of the Eastern Washington University Board of Trustees, shall be selected by the process listed below.

SECTION 2: Interviewing Committee Structure

The Interviewing Committee shall be composed of:

- A. One (1) Administrator, chosen by the ~~E~~chair of the Board of Trustees;
- B. One (1) member of the Board of Trustees, also chosen by the ~~E~~chair of the Board of Trustees;
- C. One (1) faculty-at-large member, nominated by the President of the Faculty Organization and approved by the ASEWU Council;
- D. One (1) classified staff member, also nominated by the ~~P~~resident of Local 931 and approved by the ASEWU Council; and
- E. Three (3) students chosen by the ASEWU Council.

SECTION 3: Process

- A. The student position shall be advertised for at least two weeks prior to interviews, utilizing any reasonable means of advertisement, such as *The Focus*, and *The Easterner*.
- B. The Interviewing Committee shall then choose at least three (3) and no more than five (5) of the most qualified candidates, using the criteria listed under Section 4, Criteria.
- C. The names and applications of the most qualified candidates shall then be sent to the Washington State Governor's office for a final decision.

SECTION 4: Term

As stated above, the selected member shall serve a one-year term beginning July 1st and ending July 1st of the following year.

SECTION 5: Criteria

Applicants will be evaluated on the following criteria:

- A. University and community involvement,
- B. Extra-curricular involvement,
- C. Academic success,
- D. Overall attitude and personality, and
- E. Any other criteria that the Interviewing Committee agrees upon before receiving the applications.

SECTION 6: Minimum Requirements

All student applicants shall meet the following requirements:

- A. Have and maintain a minimum 3.0 cumulative GPA;
- B. Have been a student in good standing at Eastern Washington University for at least three (3) consecutive quarters (excluding summer quarter) and continue to be a student in good standing at Eastern Washington University throughout their term if selected.

In addition, the applicant shall provide two letters of recommendation to be submitted with the gubernatorial application packet.

SECTION 7: Rescinded

Bylaw 2012-13/117 is hereby rescinded

SPONSOR: Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/123
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing a formal process for ~~presidential~~ nominations made by the ASEWU president and executive vice president to receive council advice.

Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

To ensure that all ASEWU ~~pPresident~~ and ASEWU executive vice-president nominations are made with the advice of the ASEWU Council.

SECTION 2: Committee Structure

All appointments made by the ASEWU ~~pPresident~~ and executive vice president, as defined in the ASEWU Constitution, shall be interviewed by a hiring committee of the ASEWU prior to the appointment. This committee shall be established upon notification that a vacancy has or will occur in a position requiring appointment.

Each committee will be composed of:

- a. The ASEWU executive vice president when appointing a council clerk;
- ~~a.b.~~ _____ The ASEWU President for all other appointments;
- ~~b.c.~~ _____ At least three (3) voting members of the ASEWU Council (excluding the executive vice-president);
- ~~e.d.~~ _____ Any other person/persons that the ASEWU Council sees fit;
- ~~d.e.~~ _____ ~~When appointing executive assistants, a~~ Any other ASEWU executive may request to take part in the hiring committee;
- ~~e.f.~~ When appointing an ASEWU Superior Court associate justice, the ASEWU Superior Court chief justice must take part in the hiring committee of this appointment; ~~and other members of ASEWU Superior Court may request to take part.~~

~~B.~~ All interviews conducted during spring quarter for appointments to be made by the incoming ASEWU president and executive vice president shall be comprise of the incoming voting members of the ASEWU council (excluding the executive vice-president), any ASEWU executive elect or ASEWU Council member elect may request to take part in any hiring committee.

In the case that three voting members of the ASEWU representatives are not willing to serve on the interviewing committee, then all of the members not willing to serve on the committee must present a signed waiver to the Council and gallery at an ASEWU Council meeting, stating that they realize they are giving up their right to provide input into the nomination process and why they cannot serve on the committee. These explanations could be used as grounds for nonperformance of duties.

SECTION 3: Committee Recruitment

To allow ASEWU Representatives to be involved in the interview process, notice of establishing an interviewing committee must be provided to all ASEWU Representatives in written form. Sign-up sheets will then be provided in the ASEWU office. After at least one (1) week, the committee shall establish meeting times. The interviewing committee will announce their meeting times to the gallery at an ASEWU Council meeting, at least one-three (3-1) week business days prior to the interviews.

SECTION 4: Interview Procedure

The position being filled must be advertised and open to potential applicants for at least one (1) week. Then the interviewing committee(s) can send invitations to candidates for interviews.

The interviews shall be conducted in a question and answer format with the following provisions:

- A. ~~Each~~ There shall be the same number of members involved ~~must attend~~ at each interviews;
- B. There shall be an established evaluation system before any interviews are held; and
- C. Applicants that are tied after the first interview will be invited for a second interview ~~before the same committee at which~~ where ~~time~~ new questions shall be asked.

SECTION 5: Candidate Selection

With exception of the ASEWU executive vice president when appointing a council clerk and the ASEWU president for all other appointments, each member of the committee shall complete an evaluation on each applicant. After all evaluations are completed, the interviewing committee as a group will prioritize the candidates for appointment. The executive vice president when appointing a Council Clerk and the president for all other appointments shall take this list into consideration but it is their nomination. If they ~~president~~ nominates a candidate that is not congruent with the interviewing committee, they ~~president~~ must announce such during discussion of the appointment and give reasons why.

SECTION 6: Interim Appointments

The ASEWU Council may, by a majority vote, authorize the ASEWU president to make an interim appointment for an ASEWU cabinet position pending the interview process outlined in this bylaw.

The ASEWU Council may, by a majority vote, authorize the ASEWU executive vice-president to make an interim appointment for council clerk pending the interview process outlined in this bylaw.

The interview process is to take place in an expeditious manner following an interim appointment.

SECTION 7: Rescinded

Bylaw 2017-18/123 is hereby rescinded.

SPONSOR: Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2017-18/706
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the sanctioning power of the ASEWU Superior Court in regard to registered student organizations.

Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

Any registered student organization not fulfilling their obligations and responsibilities as stipulated in the ASEWU Constitution and Bylaws shall be called before the ASEWU Superior Court and may have specific actions taken against them.

SECTION 2: Definition of Actions

The ASEWU Superior Court shall hereby be invested with the powers necessary to ensure that all registered student organizations are fulfilling their obligations and responsibilities as stipulated in the ASEWU Constitution and Bylaws. Those powers shall be limited to:

- A. Formal written warnings;
- B. Discretionary sanctioning;
- C. Restriction of any and/or all privileges of a registered organization;
- D. Loss of ASEWU funding for the remainder of the academic year in question; and
- E. Revocation of recognition as a student organization.

Any registered student organization that does not successfully complete any part of a sanction given to them by the ASEWU Superior Court shall be found in violation of their duties and shall return to the ASEWU Superior Court for further evaluation. The ASEWU Superior Court may grant exceptions to any part of this section in extreme circumstances if probable cause is given by the accused.

SECTION 3: Membership

In addition to all active ASEWU Superior Court members, the ~~advisor~~ advisor for ~~Campus Programs~~ student organizations or designee may act as a non-voting member of the ASEWU Superior Court only when a student organization is called before them.

SECTION 4: Procedure

Any member of the current student body may bring any registered student organization before the ASEWU Superior Court for judgment. Charges on the ASEWU Constitution and Bylaws and all evidence must be submitted in writing to the Chief Justice at least three (3) business days before the next regularly scheduled ASEWU Superior Court meeting in order to ensure a place on the agenda.

To ensure the proper use of ASEWU funds, the ASEWU Council may freeze a student organization's ASEWU-funded account pending the adjudication of a complaint previously filed with the ASEWU Superior Court.

Sanctions issued by the ASEWU Superior Court against a student organization found to be in violation of stated policies and procedures shall not extend past the end of the current academic year unless specifically detailed by the ASEWU Superior Court.

SECTION 5: Due Process

To ensure that the Accused is afforded due process, the Complainant(s) shall be present at the appropriate hearing to give a statement and present evidence. Any Accused registered student organization must be notified of the specific violation(s), in writing, by the ASEWU Superior Court at least three (3) business days before the meeting at which their case shall be heard and be given a copy of all evidence available. Exceptions will be made only with the consent of the Accused.

Any Accused student organization shall be found responsible or not responsible in accordance with a preponderance of evidence.

SECTION 6: Appeals Process

All judgments made by the Superior Court may be overturned by the ASEWU Council with a unanimous vote, as per Article IV, Section VI of the ASEWU Constitution. The appeal must be given to the ASEWU Executive Vice President ~~at least no later than three five (35)~~ business days after receiving a judgment.

SECTION 7: Rescinded

Bylaw 2015-16/706 is hereby rescinded.

SPONSOR: Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/707
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the performance evaluation power of the ASEWU Superior Court.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

As per Article IV of the ASEWU Constitution, the Superior Court shall have the authority to review twice annually the performance of ASEWU Council and Executives.

SECTION 2: Procedure for Cabinet

Twice annually, all appointed members of the ASEWU Cabinet shall be reviewed by a panel of three (3) ASEWU Superior Court Justices. The panel shall consist of two (2) ASEWU Superior Court associate Justices and the Chief Justice. The ASEWU Superior Court clerk may also be in attendance to take notes when requested by the chief justice.

These annual reviews shall take place:

- A) At the Nearing the end of fall quarter; and
- B) Nearing the end of winter quarter.

All appointed members of the ASEWU Cabinet shall review two (2) officials of the ASEWU. Of these evaluations, the first shall be assigned by the ASEWU Superior Court. The second evaluation will be of an official of the member's choosing. Each member of the ASEWU Cabinet shall also perform a written appraisal of the ASEWU Executive branch as a whole.

The President shall provide the Superior Court Chief Justice with a written appraisal of the members' performances as outlined in Bylaw 103. A schedule of all evaluations shall be posted by the Superior Court Clerk one (1) week prior to the date of evaluation.

The ASEWU Superior Court Justices shall evaluate each cabinet member according to:

- A) The duties outlined in the ASEWU Bylaw 114;
- B) The written evaluations submitted by officials of the ASEWU; and
- C) The written appraisals submitted by the ASEWU President.

A summary of the evaluations of the Cabinet shall be presented at the earliest convenient ASEWU Council meeting following the completion of all evaluations.

SECTION 3: Procedure for Council Representatives

Twice annually, all elected or appointed ASEWU Council Representatives shall be reviewed by a panel of three (3) Superior Court Justices. The panel shall consist of two (2) ASEWU Superior Court associate Justices and the Chief Justice. The ASEWU Superior Court clerk may also be in attendance to take notes when requested by the chief justice.

These annual reviews shall take place:

- C) ~~At the~~Nearing the end of fall quarter; and
- D) Nearing the end of winter quarter.

All elected or appointed ASEWU Council Representatives shall review ~~two-three~~ (23) officials of the ASEWU. Of these evaluations, the first shall be assigned by the ASEWU Superior Court. The second evaluation will be of a member of the representative's choosing. The third shall be their assigned associate justice. Each ASEWU Council Representative shall also perform a written appraisal of the ASEWU Executive branch as a whole.

The Executive Vice President shall provide the Superior Court Chief Justice with a written appraisal of each representative's performance as outlined in Bylaw 104, Section 6. A schedule of all evaluations shall be posted by the Superior Court Clerk one (1) week prior to the date of evaluation.

The ASEWU Superior Court Justices shall evaluate each representative according to:

- A) The duties outlined in the ASEWU Constitution, Article II;
- B) The duties outlined in ASEWU Bylaw 107;
- C) The monthly written reports submitted by the Council Representative;
- D) The written evaluations submitted by officials of the ASEWU; and
- E) The written appraisals submitted by the Executive Vice President.

A summary of the evaluations of the Council Representatives shall be presented at the earliest convenient ASEWU Council meeting following the completion of all evaluations.

SECTION 4: Procedure for Executives

Twice annually, all elected or appointed ASEWU Executives shall be reviewed by the full ASEWU Superior Court. The ASEWU Superior Court clerk may also be in attendance to take notes when requested by the chief justice.

These annual reviews shall take place:

- A) ~~At the~~Nearing the end of fall quarter; and
- B) Nearing the end of winter quarter.

The elected or appointed ASEWU President and ~~Director of Finance~~ Vice President shall review ~~two-three~~ (23) officials of the ASEWU. Of these evaluations, the first shall be assigned by the ASEWU Superior Court. The second evaluation will be of a member of the executive's choosing. The third evaluation will be of the ASEWU Superior Court chief justice.

The elected or appointed ASEWU Executive Vice President shall review ~~one-two~~ (12) officials of the ASEWU. Of these evaluations, the first shall be as assigned by the ASEWU Superior Court. The second evaluation will be of the ASEWU Superior Court chief justice. This is in addition to individual Council Representatives' evaluations indicated in Bylaw 104.

Prior to the ASEWU Superior Court evaluation, any elected or appointed ASEWU Council Representative shall have the opportunity to submit a letter detailing their evaluation of the Executive up for evaluation. Such letters shall be submitted to the ASEWU Superior Court Chief Justice three (3) business days prior to the evaluation. Anonymous accusations shall not be accepted for consideration by the ASEWU Superior Court. A schedule of the evaluations shall be posted by the ASEWU Superior Court Clerk one (1) week prior to the date of evaluation.

The ASEWU Superior Court Justices shall evaluate the executive members according to:

- A) The duties outlined in the ASEWU Constitution, Articles II & III;
- B) The duties outlined in their corresponding Bylaw (103, 104 or 105);
- C) The monthly written reports submitted by the executive; and
- D) Any letters and all written evaluations submitted by ASEWU Council Representatives and Cabinet.

A summary of the evaluations of the executives shall be presented at the earliest convenient ASEWU Council meeting following the completion of all evaluations.

SECTION 5: Definition of Actions

Following a performance evaluation, the ASEWU Superior Court shall hereby be invested with the powers necessary to ensure that all elected or appointed ASEWU Council members are fulfilling their duties as stipulated in the ASEWU Constitution and Bylaws without a hearing. Those powers shall include one (1) or more of the following actions:

- A. Formal written warnings;
- B. Discretionary sanctioning; and
- C. Retraining by the ASEWU Advisor or designee.

Any person that does not successfully complete any part of a sanction given to them by the ASEWU Superior Court shall be found in violation of their duties and shall return to the Court for further evaluation. The ASEWU Superior Court may grant exceptions to any part of this section in extreme circumstances if probable cause is given by the Accused.

SECTION 65: Due Process

In the event ~~of that one of the following~~ disciplinary actions are taken against any elected or appointed ASEWU ~~r~~Representative, hearings shall be conducted as per Bylaw 704.

- A. Inactive for a designated amount of time not to exceed a quarter without pay; or
- B. Removal from office for non-performance of duties.

SECTION 76: Appeals Process

~~—— If an ASEWU Council Representative is not satisfied with the evaluation rendered by the panel of three (3) justices, they may request a review by the full ASEWU Superior Court. Such an appeal shall be submitted in writing within three (3) business days of the original evaluation. The ASEWU Superior Court shall hear any appeal within three (3) business days from the date of the appeal.~~

All judgments made by the ASEWU Superior Court can be overturned by the ASEWU Council with a unanimous vote, as per Article IV, Section VI of the ASEWU Constitution. The appeal must be given to the ASEWU Executive Vice President ~~at least within~~ three (3) business days after receiving a judgment.

SECTION 7: Rescinded

Bylaw 2015-16/707 is hereby rescinded.

SPONSOR(S): Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)