ASSOCIATED STUDENTS
CAL POLY HUMBOLDT BYLAWS



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ARTICLE I: GENERAL PROVISIONS

Section A: Preamble

Having opinions to be represented, rights to be protected and needs to be administered, we, the members of the Associated Students of Cal Poly Humboldt, at Arcata, California, do hereby ordain and establish this Constitution.

Section B: Preface

We, the leaders of the Associated Student Body of Cal Poly Humboldt, shall uphold the responsibilities that have been vested in us.

1. As Student Representatives, we shall consider the opinions and needs of our immediate constituency, the students, prior to taking any action on their behalf.
2. As Students Advocates, we shall be vocal on issues that protect and increase student rights; create opportunities to increase the student perspective in the decision-making process of Cal Poly Humboldt; actively **seek** institutional changes that serve to enhance the student environment; and uphold and protect the integrity of the student body association.
3. As Fiscal Officers, we **shall allocate** Associated Student Body fees in accordance with the A.S. mission statement.

Section C: Name

The name of this corporation shall be Associated Students of Cal Poly Humboldt, hereinafter referred to as the "Association."

Section D: Principal Offices

The principal office for the transaction of the activities and affairs of Associated Students of Cal Poly Humboldt is located on the second floor of Nelson Hall West at Cal Poly Humboldt, 1 Harpst Street, Arcata, CA, 95521.

Section E: Mission and Purpose

1. **Mission and Purpose:** The Associated Students of Cal Poly Humboldt is a recognized non-profit corporation and an auxiliary of Cal Poly Humboldt. The specific purpose of this corporation is to provide a means for responsible and effective participation in the

governance of the campus; provide an official voice through which students' opinions may be expressed; foster awareness of these opinions both on and off campus; assist in the protection of the rights and interests of the individual student and the student body; provide services and programs as deemed necessary by the corporation to meet the needs of the student and campus community; and to stimulate the educational, social, physical, mental, and cultural well-being of the University community.

The Associated Students' services and programs shall be established for the purpose of providing essential activities closely related to, but not formally included as a part of the institutional educational program.

Section F: Vision (Results of a Successful Mission)

Equity:

1. Striving for social and environmental justice.
2. Listening to those directly affected by inequity.
3. Striving for respect and understanding of all people.

Empowerment:

1. Developing student leaders and organizers.
2. Providing tools for institutional and policy changes.
3. Offering spaces for group and individual empowerment.

Well-being:

1. Enhancing the livelihood and academic success of the student body.
2. Fostering support for personal and community well-being.

Section G: Commitments

We as Associated Student Board Members will be held accountable to the following commitments:

1. I will take full accountability for the impact of my actions or inactions.
2. I will strive to become aware of my own biases by understanding them and thinking critically about them.
3. I will listen to the people who are impacted by inequity and injustice before trying to implement policies that may adversely affect them.

4. I will research systems of inequities and injustice, then invite those who are impacted by inequity and injustice to provide their insight so that I may develop my understanding and allow myself to be educated to better formulate policy.
5. I will strive to be honest in my actions.
6. I will dedicate myself to the preservation and the well-being of all life.
7. I will be personally accountable for my own well-being.
8. I will welcome the responsibility to transform systems so that they are equitable for all beings.
9. I will choose to be the change I want to see in this world, working to free myself from the negative influences of fear, pain, victimhood, inadequacy, and other perceptions that are obstacles to achieving my goals.
10. I will pursue active involvement to improve the livelihood of individuals alive today and those yet to come.
11. I will hold myself personally responsible for these values so that all lives are respected and given an opportunity to thrive.

ARTICLE II: MEMBERSHIP

Section A: Term of Membership

1. Any person duly registered as a student of Cal Poly Humboldt, who has paid the required membership fee shall be a member of the Association. Membership shall commence on the first day of the semester for which the member was admitted and enrolled as a matriculating student by the University and shall end immediately prior to the first day of the next academic semester, unless renewed by continuing admission and enrollment at the University. If a member's admission and enrollment as a matriculating student at the University is terminated during an academic semester, their membership in Associated Students is immediately terminated.

Section B: Membership Not Transferable

1. The membership in the Associated Students is not transferable.

Section C: Membership Fees

1. As per Education Code Section 89302 and title 5 section 42403 of the California Code of Regulations and establishing custodial responsibilities, Cal Poly Humboldt will collect the

approved student body association fee as part of the normal registration payment for all regular and summer terms.

2. Cal Poly Humboldt will deposit student body association fees in the CSU trust fund, Associated Student Body Trust.
3. All alterations to the Associated Students Fee shall follow all guidelines set forth in the California Education Code and the California Code of Regulations, Title 5, and any policy adopted by the CSU Trustees, University President, and the Associated Students of Cal Poly Humboldt. A referendum is required before adjusting the A.S. fee as per Education Code Section 89300.

ARTICLE III: OFFICERS OF ASSOCIATED STUDENTS

Section A: Definition of the term “Officer”

1. An officer shall be any office holder elected by the Association membership and/or approved by the Associated Students Board of Directors, hereinafter referred to as the A.S. Board of Directors.

Section B: Qualifications for A.S. Officers

1. Academic Qualifications: Each person seeking to become or remain an officer must comply with academic requirements established by the Trustees and the University President, as well as maintain a minimum 2.0 cumulative and semesterly GPA. Under extraordinary circumstances, the Vice President of Enrollment Management and Student Success in their discretion may make an exception to these requirements.

Section C: Election of A.S. Officers

1. The officers shall be elected by an absolute majority of the members voting at the duly held Annual Spring Election conducted in accordance with these Bylaws and the Cal Poly Humboldt Elections Policy.

Section D: Term of Office

1. Officers shall be permitted to seek election and hold office for more than one successive term.

Section E: Elected Executive Officers

i. President
ii. Administration and Finance Vice President
iii. Executive Vice President

Section F: Elected Officers

1. Officer of Student Affairs
2. Officer of Academic Affairs
3. Officer of Social Justice, Equity, and Inclusion
4. Officer of Environmental Sustainability

Section F: Term of Office

Officers shall be permitted to seek election and hold office for more than one successive term.

Section G: Appointed Officers

1. Officer of External Affairs

Section H: Selection of Appointed Officer

The Appointed Officer shall be interviewed by the appropriate body, appointed by the AS President and approved by a two-thirds (2/3) vote of the AS Board of Directors.

Section I: Term of Office

a. Serve through the CSSA transitional meeting.

ARTICLE IV: Executive Officers

Section A: Duties of the Executive Officers

1) President: The President shall be the chief executive officer of the Association elected by the Association membership.
    a) Serves as the official representative of the Association.

b) May Propose legislation to the A.S. Board of Directors.
c) Chairs the Executive Committee.
d) Makes appointments to committees and boards for the Association with the consent of the A.S. Board of Directors by a two-third vote.
e) Serves as a member of the A.S. Board of Directors.

2) Executive Vice President: The Executive Vice President shall be the chief legislative assistant to the President.
    a) The Executive Vice President shall chair the A.S. Board of Directors and may vote on actions or decisions taken by the A.S. Board of Directors when such a vote will affect the outcome.
    b) The Executive Vice President shall chair the A.S. Sub-Committee on Bylaws and may vote on actions or decisions taken by the A.S. Sub-Committee on Bylaws when such a vote will affect the outcome.
    c) The Executive Vice President shall be responsible for receiving information from Associated Students committee appointments.
    d) Track and report on points violations as stated in the A.S. Policy on Attendance and Point Violation
    e) Draft Articles of Impeachment when petitioned by one-third (1/3) of the voting members of the A.S. Board of Directors.
    f) The Executive Vice President shall be responsible for the maintenance of and adherence to the Associated Students Code.
    g) The Executive Vice President shall sit on the Executive Committee.
    h) Makes appointments to committees and boards for the Association with the consent of the A.S. Board of Directors by a two-third vote.
    i) Serves as a member of the A.S. Board of Directors.
3) Vice President of Administration and Finance : The Administrative Vice President shall be the chief financial assistant to the President.
    a) The Administrative Vice President shall chair the A.S. Sub-Committee on Finance.
    b) The Administrative Vice President shall be the chief fiscal advisor to the President and the A.S. Board of Directors.
    c) The Administrative Vice President shall assume the duties of the President during the President’s absence.
    d) The Administrative Vice President shall sit on the Executive Committee.
    e) Makes appointments to committees and boards for the Association with the consent of the A.S. Board of Directors by a two-third vote.
    f) Serves as a member of the A.S. Board of Directors.
    g) Vote on actions or decisions taken by the A.S. Board of Directors.

ARTICLE V: Officers

Section A: Officer Liability

1. Any Board Member may be removed from office through the process of impeachment if they violate the bylaws or policies of the Associated Students organization.
2. Upon the written recommendation of the A.S. President and the majority of the voting members of the Executive Committee, any student serving as a Board of Directors advisor may be removed from their office for failing to carry out the duties of their position. This action shall occur during the “Old Business” section on the agenda and must be approved by a two-thirds vote of the A.S. Board of Directors.

Any officer of the Association who violates the A.S. Bylaws may, after due process, be subject to one of the following sanctions.

1. **Censure:** A verbal warning/reprimand expressing disapproval of the actions of the officer concerned.
2. **Probation:** Placing the officer in question under the scrutiny of the A.S. Board of Directors and warning the officer that further misconduct may result in suspension or removal. The office will retain their voting and participation rights. The term of probation to be set by the A.S. Board of Directors in each case.
3. **Suspension:** Removal from office for a period of time to be set in each case.
4. **Expulsion:** Permanent removal from office.

Section B: Committees

1. Descriptions, responsibilities, and student appointments to Associated Students, University, and Auxiliary committees and boards are outlined in the Committee Structure Handbook. Refer to the Committee Structure Handbook for more information.

Section C: Quorum

1. Quorum for the A.S. Board of Directors shall be a simple majority of its filled positions to transact business including all regular and special meetings. The Chair is counted in computing a quorum. Vacant positions will not be counted in determining the quorum.
2. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of a Board Member, if any action taken is approved

by at least a majority of the required quorum for that meeting, except as otherwise provided in this code or constitution.

3. A quorum shall be present at all regular and special meetings for the official transaction of business.

Section D: Meetings

1. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of a Board Member, if any action taken is approved by at least a majority of the required quorum for that meeting, except as otherwise provided in this code or constitution.
2. At least 72 business hours before a regular meeting, an agenda shall be posted containing a brief description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. No action or discussion shall be undertaken on any item not appearing on the posted agenda except for conditions authorized by subdivision (c) of Section 89305.5.
3. All Board of Directors meetings shall be conducted in accordance with the Standing Rules adopted by the Board of Directors.
4. Proxies and proxy voting will not be permitted.

Special Meetings:

A special meeting may be called at any time by the Legislative Vice President, or by a majority of the membership of A.S. Board of Directors by providing appropriate written notice.

a. The call and notice shall be posted at least 24 business hours prior to the special meeting. No other business than what is posted shall be considered at these meetings.

Closed Sessions:

Prior to holding a closed session, the Executive Vice President shall disclose, in an open meeting, the item or items to be discussed in closed session. Only those matters covered in this statement may be considered.

b. The Board of Directors may hold closed sessions under the circumstances authorized in Section 89307 of the Gloria Romero Open Meetings Act.
c. The Board of Directors may move into closed session only with approval by a majority of the Board of Directors.

d. During the closed session, only members of the A.S. Board may be present. Other individuals may be invited to attend upon a specific motion by the Board of Directors.
e. After any closed session, the Board of Directors shall reconvene into open session prior to adjournment, and shall make any disclosures required by Section 89307, subdivision (d) of action taken in closed session.
f. Each member of the Board of Directors who attends a meeting where an action is taken in violation of any provision of the Gloria Romero Open Meetings Act is guilty of a misdemeanor.

Section E: Election of Vice Chair

1. The Associated Students Board of Directors shall elect a Vice Chair from its membership at its first meeting and the election of the Vice Chair shall be an action item under the new business portion of the meeting agenda.

Section F: Duties of the Vice Chair

1. The Vice Chair shall be a student member of the Associated Students Board of Directors serving in support and in the absence of the Chair of the Board of Directors.
2. The Vice Chair shall familiarize themselves with the Sturgis Standard Code of Parliamentary Procedure and attend meetings relevant to the preparation of Associated Students Board of Directors meetings.
3. The Vice Chair shall have the full rights, powers, and privileges of the Chair when serving as the Associated Students Board of Directors Chair.
4. In the event of a resignation in the role of the Vice Chair, the Chair or the Associated Students President shall notify the Associated Students Board of Directors and add an action item to elect a Vice Chair the agenda of the next scheduled standing meeting of the Board of Directors.
5. The Vice Chair shall be elected by a two-third vote of the Associated Students Board of Directors in the first meeting.

Section G: Compensation of the Board of Directors

1. Adjustments to student fees that are put into effect after the approval of the A.S. annual budget will not be considered until the following fiscal year. Each **compensation** amount is to be issued as follows.
    a. President - 100%
    b. Administration and Finance Vice President, Executive Vice President- 50%
    c. Officer of Student Affairs, Officer of Environmental Sustainability, Officer of Social Justice,Equity, and Inclusion, Officer of Academic Affairs, Officer of External Affairs 35%

Section H: Bylaw Amendments

1. **Amendments**: There shall be two methods of proposing an amendment to this governing document.
    a. A submission of a petition signed by ten percent of the Association memberships to the A.S. Board of Directors. Once Validated by the Elections Commissioner, the amendment will be placed before the Association. All proposed amendments will be made public at least fifteen days prior to the election. Amendments must be approved by two-thirds of the total votes cast. Ratified amendments shall be incorporated herein.
    b. Proposed amendments may be adopted by an affirmative vote by two-thirds of the A.S. Board of Directors. A vote of the A.S. Board of Directors will amend the constitution, excepted as listed below:
        i. Any provision recommending a change in the fee of the Association.
        ii. Any provision altering the term of a Board of Director member.
        iii. Any provision altering membership.

ARTICLE VI POWER AND DUTIES OF THE BOARD OF DIRECTORS

Section A: Powers and Duties of the A.S. Board of Directors

To formulate the Association's Rules, Regulations, and Policies, as detailed in the Associated Students Code and other policy papers.

1. Vote on actions or decisions taken by the A.S. Board of Directors.

2. To make appropriations from the treasury of the Association.
3. To approve standing rules of the Board of Directors and meeting calendar.
4. To establish the amount of the Association's membership fee with the approval of its membership voting on this issue in an election.
5. To impeach any officer of the Association.
6. To call special elections.
7. To place legislative initiatives on the ballot by majority vote.
8. To elect a Vice Chair from its membership.
9. To maintain written records of the A.S. Board of Directors proceedings which shall be posted for the benefit of the members of the Association.
10. To promote the use and development of programs funded by the Association.
11. To approve the annual budget.
12. To monitor and evaluate budgets of and services offered by the organizations funded by the Association.
13. To approve Executive Officer appointments by a two-third vote.
14. To create committees and ad-hoc committees, and to empower those committees to accomplish goals set by the Board of Directors.
15. To ratify the results of the Associated Students Elections.
16. It is the responsibility of all members of the A.S. Board of Directors to attend all regular and special meetings of Board of Directors; and all meetings of the committees of which they are members.
17. The A.S. Board of Directors shall adjudicate all matters brought before it on behalf of the A.S. Written Reports: The Board of Directors and student advisors will provide written reports prior to each A.S. Board of Directors meeting. These reports shall be attached to the aforementioned meeting’s minutes. Written Reports must detail each of the following:
    a. The program which the member serves as a liaison to and any Interactions the member had with their respective program.
    b. Committees, sub-boards, and boards which that member serves on and any interactions the member had with their respective bodies.

c. Work conducted during member's office hours.

18. Must establish a minimum of two (2) office hours per week to be posted outside the Board of Directors' general office.
19. Each Board Member shall serve as a liaison to at least one (1) program area funded through the A.S. budget. Liaisons shall evaluate their programs in terms of financial need, effectiveness and demand for services. Liaisons shall attend the sub-committee on Finance budget hearings for their specific programs and, upon request of the A.S. **sub-committee on Finance**, assist in determining the appropriate level of A.S. funding and the need for descriptive budget language.
20. Each Board Member shall be responsible for attending each semester retreat and orientation.
21. In consultation with the A.S. President, one of the representatives shall serve as the liaison to the Resident Housing Association (RHA). This shall substitute for the duty as outlined in section 3.06 above which requires representatives to be a liaison to at least one (1) program area funded through the A.S. budget. The RHA liaison is encouraged to attend at least two RHA meetings each semester.
22. The A.S. Board of Directors may submit brief bi monthly reports to the Executive Vice President. The Executive Vice President shall be responsible for cataloging the reports to be archived in both the A.S. Office and the Cal Poly Humboldt Library Humboldt Room.
23. The A.S. Board of Directors, with guidance from the Executive Vice President, shall establish and maintain guidelines and procedures for hearing cases brought before the Board of Directors.
24. Any member of the Board of Directors may not be employed in any A.S. funded and/or operated program. The member in this situation must terminate employment with that program or resign their seat on the Board of Directors.

ARTICLE VII: Budget

1. A.S. Board of Directors shall interview programs that submit an appeal, or programs that are requested to appear by at least a majority of the members of the A.S. Board of Directors.
2. No additions or deletions are to be made until appeal interviews are completed.
3. If the A.S. Board of Directors is considering altering the A.S. sub-committee on Finance recommendation, the program must be contacted and given the opportunity for a hearing before the A.S. Board of Directors.
4. Budget Adjustments - Review the budget recommendations from A.S. sub-committee on Finance and make all adjustments.

5. A majority vote of the A.S. Board of Directors shall be required to approve and recommend a balanced A.S. budget to the University President.
6. The A.S. Budget shall be submitted to the University President for review and approval, per Executive Order 369.
7. Following approval by the University President, each program that submitted a budget request shall be informed of the amount of funding received and the appropriate budget language.
8. Major program changes which significantly alter the final budget require the approval of the A.S. Board of Directors and the University President.

ARTICLE VIII: ASSOCIATED STUDENTS EXECUTIVE DIRECTOR STAFF

The A.S. Board of Directors will arrange for the services of an Executive Director who will be responsible to the Associated Students President for the daily operations of the Association.

All contracts entered into between the Association and any firm, organization, or person shall be signed by the Executive Director and the director, sponsor, or manager of the activity which is the subject matter of the contract.

The Executive Director shall be responsible for the Association's activities during the summer recess. Any monetary or policy decisions that greatly affect the Association may necessitate consultation with the Associated Students Executive Committee.

The Executive Director may employ such persons as are deemed necessary for the conduct of the Association's affairs.

ARTICLE IX: IMPEACHMENT

Section A: Articles of Impeachment

i. Any elected or appointed Board of Director of Associated Students may be impeached from office for failing to carry out the duties of their office as stipulated in the A.S. Constitution or bylaws.
ii. After due process, any elected or appointed Board of Director member may be impeached from office for:

a. Neglecting duties as outline in the Constitution or bylaws;
b. upon accumulation of points of violations for absences in a semester as defined by the A.S. Policy on Attendance and Point Violation;
c. continuous failure to attend Board of Directors meetings;
d. continuous failure to report to Board of Directors;
e. continuous misuse of executive power;
f. overstepping the bounds of their office without the advice or consent of Board of Directors;
g. continuous failure to file written reports;
h. continuous failure to attend assigned committee meetings;
i. failure to maintain regular office hours;
j. undue interference in Board of Directors' implementing its decisions; or
k. excess frivolity, disinterest or lack of participation in Board of Directors responsibility may be grounds for impeachment.
l. conduct or behavior that is deemed to be causing distress* on the board as a collective whole;
m. continuous displays of disrespect* and or microaggressions aimed at any student of the association, staff, fellow board members, or administration of Cal Poly Humboldt;
n. abusing the powers of the office one holds to gain advantage in future elections by promoting coalitions and or running mates;
o. negligence to thoroughly communicate with fellow board members, students of the association, staff, and administration of Cal Poly Humboldt

Section B: Impeachment proceedings

iii. A minimum of one third of the A.S. Board of Directors must petition the Executive Vice President to draft Articles of Impeachment.
iv. A request to impeach an A.S. Board Member shall include the citation of at least one of the duties listed above.
v. If the Executive Vice President is impeached, this role is assumed by the Vice Chair of the A.S. Board of Directors.
vi. The Legislative Vice President, in coordination with at least two other board members, will draft and present the Articles of Impeachment. The Articles of Impeachment must also include the recommended sanction censure, probation, suspension or expulsion listed in officer liability.

vii. All members drafting the Articles of Impeachment must be in accordance
viii. The Executive Vice President shall call a Special Meeting at least 72 business hours in advance to review and approve the recommended Articles of Impeachment and recommended sanction as applicable in the A.S. Constitution.
ix. The accused must be notified, in writing, with all pertinent information at least 120 business hours prior to the date of the impeachment proceeding meeting.
x. A.S. Board Members must receive, in writing, the Articles of Impeachment at least 72 business hours prior to the date of the impeachment proceeding meeting.
xi. The accused may resign from office any time before or as the impeachment proceedings commence.
xii. Above all else, the accused rights must always be maintained.
xiii. Testimony may be given orally or in writing. Only relevant information will be admissible.
xiv. Impeachment sanctions must be approved by two-thirds (2/3) vote of the Board of Directors.

ARTICLE X LEGISLATION

Section A: Format of Legislation

1. Legislation shall be defined as any Act of the Associated Students Board of Directors, other than appropriations, which makes a commitment for the Associated Students, or establishes, amends, or repeals one or more sections of the Associated Students Constitution, Bylaws or Policy.
2. All legislation shall be titled: “An Act (followed by a brief description thereof).”
3. All legislation shall contain the following enacting clause: “Be it enacted by the A.S. Board of Directors ...”
4. All Acts shall state that general Constitution or Code to be amended accompanied by the altered version.

Section B: Initiatives

1. For the purposes of A.S. elections, initiatives are defined as questions on the ballot regarding legislative acts, student fee referendums, or appropriations.
2. The A.S. Board of Directors can initiate measures for the ballot.

3. The Association membership shall also have the power to initiate legislation by means of a written petition, which has been signed or electronically acknowledged by ten percent of the current members of the Association.
4. Initiatives to be qualified by the petition process shall be submitted to the A.S. Elections Commissioner prior to the collection of signatures. Within five instructional days the Elections Commissioner shall provide the sponsor(s) of the initiative petition with a petition format for signature collection and the minimum number of signatures to be collected to meet the ten percent minimum.
5. Collection of signatures shall be completed within fifteen instructional days after petition format is provided. Petitions will be verified by the Elections Commissioner, who will render a decision in writing within five instructional days after a petition has been filed.
6. When such a petition is certified as legal the A.S. Board of Directors shall call a special election or determine that the vote shall be held in conjunction with the General Election.
7. All initiatives shall be brought before the electorate no less than fifteen instructional days and no more than thirty instructional days after the date such petition was certified as legal. For passage, the legislation must receive a majority vote of those voting on the issue.
8. Any initiative passed shall override any existing legislative acts or appropriations.
9. Constitutional Amendments that are placed on the ballot shall be approved by two-thirds of the total votes cast on the issue.

ARTICLE XI ELECTIONS

Section A: Elections

1. The elections shall be administered by the Elections Commissioner by the procedures outlined in the A.S. Policy on Elections. It will be the duty of the Elections Commission to enforce the “Elections” section of the bylaws except as outlined in the duties and responsibilities of the Legislative Vice President.
2. All elections must be held no sooner than three weeks into the semester and no later than four weeks prior to the end of the semester. Elections

may only be held when regularly scheduled classes are in session.

3. The results of the A.S. elections shall be unofficial until ratified by the outgoing A.S. Board of Directors at their last regularly scheduled A.S. Board of Directors meeting of the year.
4. Candidates for the A.S. Board of Directors must receive a majority of the ballots cast for that office to win the election. The A.S. shall use the method of ranked choice voting to establish the necessary majority.
5. The voting period shall be Monday through Friday for each general election. Hours of voting shall be from 12:00 a.m. on the first day of voting through 11:59 p.m. on the final day of voting.
6. Dates for the general elections shall be recommended by the Elections Commissioner with the approval of the A.S. Board of Directors.
7. All regularly matriculated students of the Association are eligible to vote in all student body elections. Ballots shall be accessible to all Cal Poly Humboldt students by way of email or digital voting platform.
8. If there is no candidate for an A.S. Board of Directors position in an election, the vacancy shall be filled by an individual nominated by the President and approved by the Board of Directors as outlined in the A.S. Bylaws. Both the incoming and outgoing Board of Directors should prioritize recruitment to fill positions left vacant by the election, so that such appointments may be made at the transition meeting whenever possible.
9. All A.S. Board members shall assume office at the last regularly scheduled A.S. Board of Directors meeting of the academic year.

Section B: Special Elections

1. A Special Election shall be defined as an election that occurs outside of the General Election for the purposes of an Initiative, Recall, or Constitutional Amendment. Such elections shall only be held when circumstances do not allow for the aforementioned subject matter to be addressed during the General Election.
2. In the absence of an Elections Commissioner for a Special Election, the Executive Vice President shall serve as an Interim Elections Commissioner.
3. A Special Election shall be conducted in the same manner as a general election.
4. The voting period shall be Wednesday and Thursday for each Special Election.
5. The Elections Commissioner will make available copies of the voter pamphlet and ballot and information regarding the dates, times, and voting instructions for online voting to students. Ads will be posted in the Lumberjack and El Lenador Newspapers prior to the elections.

Section C: Recalls

1. For the purposes of A.S. Elections, Recalls are defined as questions placed on the ballot that would remove a member for the A.S. Board of Directors that is answered in the affirmative or negative.
2. Any elected board member of the Association may be subject to recall by a petition containing a specific statement of the reasons for the proposed removal.
3. Such a petition must be signed or electronically acknowledged by at least ten percent of the membership of the association, and then presented to the Elections Commission.
4. Recall(s) to be qualified by the petition process shall be submitted to the A.S. Elections Commissioner prior to collection of signatures and with supporting evidence. Within five instructional days, the Elections Commissioner shall provide the sponsor(s) of the recall the petition format for signature collection and the minimum number of signatures to be collected to meet the ten-percent minimum.
5. Collections of signatures shall be completed within fifteen instruction days after the petition format is provided, and petitions will be verified by the Elections Commissioner.
6. Once it has been verified, the Elections Commissioner shall render a decision in writing within five instructional days after a petition has been filed.
7. All Recalls shall be brought before the electorate no less than fifteen instructional days and no more than thirty instructional days after the date such petition was certified as legal by the Elections Commissioner.
8. The person(s) subject to recall may request the Executive Vice President to call a special meeting of the Association within five days of the date that the recall election has been scheduled to be brought before the electorate. At said meeting, the board member shall be allowed to speak in their own defense.
9. If two-thirds of the votes are cast in favor of recall, the board member shall be removed from office.

ARTICLE XII INDEMNIFICATION

The Associated Students shall defend any Board of Director member of the Corporation to the extent permissible under the Corporations Code and other applicable law.