

LEGISLATIVE AFFAIRS COMMITTEE CODE

I. NAME

This document shall be called the Legislative Affairs Committee Code.

II. AUTHORITY

This code is established under the authority given in Article IX, Section 1.a.(4), of the Restated Bylaws of the Associated Students (AS) of California State University, Chico (CSUC).

III. PURPOSE

The purpose of this code is to define the membership, authority and operating procedures of the Legislative Affairs Committee (LAC).

IV. DATE OF EFFECTIVENESS

This code shall be effective upon approval of the Government Affairs Committee (GAC) and the Board of Directors (BOD).

V. AMENDMENTS

This code may be amended by a 2/3 vote of the LAC with approval of the GAC and the BOD.

VI. MEMBERSHIP

A. Voting Membership: Eight (8)

1. Director of Legislative Affairs (votes only in case of a tie).
2. Seven (7) Students at large.
 - a) One (1) appointed by the Executive Vice President.
 - b) One (1) appointed by the Commissioner of Community Affairs.
 - c) Two (2) appointed by the Director of Legislative Affairs.
 - d) One (1) appointed by the Commissioner of Sustainability Affairs.
 - e) One (1) appointed by the Commissioner of Diversity Affairs.
 - f) One (1) appointed by the Director of University Affairs.

B. Non-Voting Membership: Three (3)

1. AS President or designee.
2. One (1) Chico community representative appointed by the Director of Legislative Affairs.
3. One (1) University representative appointed by the Director of Legislative Affairs.

C. Term of Office

Once appointed and continues until the last meeting of the academic year.

D. Officers

1. Chair
 - a) Shall be the Director of Legislative Affairs.
 - b) Shall preside over all meetings of the LAC.
 - c) Shall adhere to the Elected Officer Attendance Policy.
 - d) Shall ensure preparation of the agenda.

2. Vice Chair
 - a) Shall be appointed by the Chair from the voting membership.
 - b) Shall take the place of the Chair in their absence.
 - c) Shall act as an assistant to the Director of Legislative Affairs to aid the Director in performing the duties of the office as they deem necessary.
 - d) Shall serve as the Secretary of the LAC and take minutes of the meetings.
3. Captain of the Municipal Corp
 - a) Shall preside over the Municipal Advocacy Corp.
 - b) Shall be elected by the members of the LAC.
 - c) Shall direct all of the affairs of the Municipal Advocacy Corp under the advisement of the Director of Legislative Affairs.
4. Captain of the State Corp
 - a) Shall preside over the State Advocacy Corp.
 - b) Shall be elected by the members of the LAC.
 - c) Shall direct all of the affairs of the State Advocacy Corp under the advisement of the Director of Legislative Affairs.
5. Captain of the Federal Corp
 - a) Shall preside over the Federal Advocacy Corp.
 - b) Shall be elected by the members of the LAC.
 - c) Shall direct all of the affairs of the Federal Advocacy Corp under the advisement of the Director of Legislative Affairs.
- E. Rules for Non-Elected Voting Members
 1. Student appointees must adhere to the AS Appointment Policy.

VII. MEETING PROCEDURES

- A. The LAC is to be an active Committee, meeting at least twice each month during the academic year.
- B. The Chair shall set aside and publish a regular meeting time and location at the beginning of each academic year.
- C. The LAC meetings shall be publicly announced and open as stated in the Gloria Romero Open Meeting Act, and shall be conducted according to Robert's Rules of Order, Newly Revised.
- D. Agenda items for the formal business sessions of the LAC shall be presented to the Chair. Agendas will be distributed to each member no later than seventy-two (72) hours in advance of the meeting.
- E. A quorum shall consist of more than half of the full voting membership.

VIII. DUTIES AND RESPONSIBILITIES

- A. Shall coordinate campus-based voter registration each semester there is an election.
- B. Shall keep the student body informed of all legislative issues which affect students.
- C. Shall advocate through the California State Student Association (CSSA) on student issues.
- D. Shall communicate legislative issues to the school newspaper monthly.
- E. Shall establish a Municipal Advocacy Corp, State Advocacy Corp, and a Federal Advocacy Corp.
 1. The Municipal Advocacy Corp shall report the work of the City Council, conduct meetings at City Hall, attend City Committees, and review the effect of City Ordinances on students.

2. The State Advocacy Corp shall report the work of the CSSA, conduct District Office visits for local Assembly and Senate members, attend a trip to Sacramento to advocate on behalf of students, and review the effect of all policy coming from the CSU Chancellor's Office.
3. The Federal Advocacy Corp shall report the work of the United States Student Association (USSA) or an equivalent federal level student organization, conduct Home Office visits for U.S. Representatives and U.S. Senators, and review the effect of all policies coming from the U.S. Department of Education.

Approved GAC:	9/1/98
Approved BOD:	11/13/90
Revision Approved BOD:	9/18/98
Clean-up Changes:	Summer 1999
Revisions Approved LAC:	4/02?
Revisions Approved GAC:	4/30/02
Revisions Approved BOD:	5/6/02
Revisions Approved LAC:	4/27/11
Revisions Approved GAC:	5/9/11
Revisions Approved BOD:	5/12/11
Revisions Approved LAC:	2/8/17
Revisions Approved GAC:	2/23/17
Revisions Approved BOD:	3/22/17
Revisions Approved LAC:	No Quorum
Revisions Approved GAC:	1/29/18
Revisions Approved BOD:	2/21/18