

LEGISLATIVE AFFAIRS COUNCIL CODE

I. NAME

This document shall be called the Legislative Affairs Council 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 Council (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 reported to the BOD.

VI. MEMBERSHIP

A. Voting Membership: Eight (8)

1. Commissioner 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 Social Justice and Equity.
 - d) One (1) appointed by the Commissioner of Sustainability Affairs.
 - e) One (1) appointed by the Commissioner of Legislative Affairs.
 - f) One (1) appointed by the Director of University Affairs.

B. Non-Voting Membership: Three (3)

1. Two (2) Chico community representatives appointed by the Commissioner of Legislative Affairs.
2. One (1) University representative appointed by the Commissioner of Legislative Affairs.

C. Term of Office

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

D. Officers

1. Chair
 - a) Shall be the Commissioner 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 Commissioner of Legislative Affairs to aid the Commissioner 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.
- 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 and census 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.

Approved GAC:	9/1/98	Revisions Approved BOD:	12/9/20
Approved BOD:	11/13/90	(effective beginning the 2021-22 elected officer term)	
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		
Revisions Approved GAC:	12/2/20		