I. Call to Order

II. Roll Call

III. Approval of Agenda #10 – Action Item

IV. Chair's Report

V. Special Presentation – Dan Collen, HSU Athletic Director

VI. Approval of Minutes

A. Approval of Minutes #9 dated October 31, 2011 – Action Item

VII. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Every A. S. Council agenda for regular meetings shall provide an opportunity for members of the public to directly address the A. S. Council on any item affecting higher education at the campus or statewide level, provided that no action shall be taken on any item not appearing on the agenda. However, Council may briefly respond to statements made or questions posed by a person exercising his or her public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A. S. Council may also provide a reference to resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or request that a matter of business be placed on a future agenda.

Persons recognized by the Chair should first identify themselves by name. Time limits will be established by the Chair depending on the number of people wishing to speak and the length of the Agenda. The maximum amount of time per speaker shall not exceed 10 minutes. Public comments regarding items on the agenda will be taken prior to each agenda item.

VIII. Program Presentations

Program Presentations are an opportunity for the AS Council to learn more about different AS funded Programs. A representative from the scheduled AS Program will present information regarding the activities of the program and opportunities to get involved. Programs are allotted ten minutes each.

A. Campus Center for Appropriate Technology (Eric Recchia)
B. Women’s Resource Center (Zaneta Santana)

IX. Appointments to Committees and Council
A. A. S. President
B. A. S. Administrative Vice President
C. A. S. Legislative Vice President
D. A. S. Student Affairs Vice President

X. Old Business

XI. Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)

A. Committee Reports from Students-at-Large (This is a time for students appointed to committees/boards to give a report to Council.)
B. College Representative Reports
C. Graduate Student Representative (Leanne Lynch)
D. Residence Hall Association (RHA) Representative Report (Vacant)
E. Vice President for Enrollment Management and Student Affairs (Dr. Peg Blake)
F. General Manager (Joan Tyson)
G. AS Presents (Annie Bartholomew)
H. CSSA (Matt Maltbie)
I. CSSA (Emily Adams)
J. Legislative Vice President (Kate Beyer)
K. Student Affairs Vice President (Natalie Guest)
L. Administrative Affairs Vice President (Rachel Brownell)

Board of Finance Report – Monday, November 7, 2011

A. Request from the Humboldt Film Festival from the Humboldt Film Festival Trust Account in an amount not to exceed $250.00 for the costs associated with a cash award for the film *Fading Away* – Information Item
   The Humboldt Film Festival was unable to contact the film maker of *Fading Away*, winner of the “Best Narrative,” after the Spring 2011 Film Festival. The Film Festival was contacted by the film maker in the fall and would now like to send the award.

B. Request from the MultiCultural Center (MCC) from Unallocated in an amount not to exceed $436.00 for the costs associated with purchase of a double-side white board on wheels – Action Item
   The MCC would like to purchase a white board with wheels for placement in the MCC Conference Room. The White Board would be utilized by the MCC, The Women’s Resource Center and various clubs.

C. Request from the MCC for permission to spend $128.04 from the MCC Supplies and Services Budget Line Item for the purchase of two folding tables – Information Item
   The MCC would like to purchase two folding tables for the MCC Conference Room and this item was not included in the 2011-12 budget request.

D. Request from the MCC for permission to spend $134.48 from the MCC Supplies and Services Budget Line Item for the purchase of four recycling bins – Information Item
   The MCC would like to purchase four stackable recycling bins for use inside House 55 and this item was not included in the 2011-12 budget request.
E. Request from the MCC for permission to spend $1,000.00 of Work Study line item wages for the position of African American Community Outreach Coordinator and to reallocate the wages for the African American Community Outreach Coordinator to unrestricted Hourly Wages. – Information Item
The student employed as the African American Community Outreach Coordinator has received a work-study award. The MCC would like to pay the student from the Work-Study line item to conserve funding in the Hourly Wages line item.

F. Request from the MCC for permission to spend $1,316.00 of Work Study line item wages for one of the positions of Social Justice Summit Coordinator and to reallocate the wages of the Social Justice Summit Coordinator to unrestricted Hourly Wages. – Information Item
One of the student employed as a Social Justice Summit Coordinator has received a work-study award. The MCC would like to pay the student from the Work-Study line item to conserve funding in the Hourly Wages line item.

G. Request from the MCC to suspend Associated Students 2011-12 Budget Language #1 to split an Assistant Director stipend, in an amount of $500.00, between two employees for the position of Q-Fest Coordinator – Information Item
The MultiCultural Center would like to share the position of Q-Fest Coordinator between two students. Each student would receive a total of $250.00. The total allocation for this position is $500.00

H. Request from Associated Students Government from Unallocated in an amount not to exceed $800.00 for the costs associated with the cleaning, maintenance and shipping of the Campus Mascot – Action Item
The Campus Mascot was purchased in September of 2010 and will be scheduled for routine cleaning and maintenance with the manufacturer at the end of the Academic Year.

I. 2012-13 AS Budget Timeline and Application Materials – Information Item
The Associated Students Board of Finance will review draft materials to be used for the 2012-13 Budget process and suggest changes. The AS Budget Timeline and Application Materials will appear as an agenda item on the December 5, 2011 Board of Finance Agenda for review and approval.

M. President (Bryan Kelly)

XII. General Council Discussion (At this time Council members and Executives may follow-up with questions regarding reports.)

XIII. New Business

A. Humboldt State University Associated Students Constitution Revision – Information Item
Revisions are being recommended to the Associated Students Constitution based on Assembly Bill (AB) 1233 which amended the California Nonprofit Corporation Law. Revisions are based on feedback from the 2010-11 AS Council and recommended revisions have also been approved by the 2011-12 AS Executive Committee. Council will review the recommended revisions with the AS General Manager. Council action on the revised Constitution is scheduled for the AS Council meeting on Monday, November 28, 2011.
XIV. General Council Work Session
   A. Fall Semester Finals Study Lounge – December 12 – 14, 2011 (Natalie Guest)

XV. Announcements

XVI. Adjournment
Call to Order

Kate Beyer, Legislative Vice President, called the meeting to order at 4:00 p.m. in the University Center, South Lounge.

Roll Call

Members Present: Nick Bollier, Brandon Durr, Ellyn Henderson, John Hughes Stefan Kreid, Matthew Lutwen, Leanne Lynch, Cam Pham, Sarah Scudder, Jaymes Silveira, Hayden Thomas, Paul Yzaguirre (late)

Officers Present: Bryan Kelly, Rachel Brownell, Kate Beyer, Natalie Guest, Matt Maltbie, Emily Adams, Annie Bartholomew

Advisors Present: Joan Tyson, Peg Blake

Approval of Agenda

MOTION: DURR/SILVEIRA move to approve Agenda 9. APPROVED

Chair’s Report

Beyer wished the Council a Happy Halloween.

Approval of Minutes

A. Approval of Minutes #8 dated October 17, 2011 – Action Item

MOTION: SCUDDER/DURR move to approve Minutes #8 dated October 17, 2011 APPROVED

Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

There was no public comment.

Program Presentations

A. MultiCultural Center (Marylyn Paik Nicely)

Paik Nicely provided an overview of the MultiCultural Center, a student-initiated program that promotes understanding of diversity, celebrates our differences and welcomes multi-ethnic perspectives.
B. Waste Reduction and Resource Awareness Program (WRRAP) (Sarah Niznik)

Niznik provided an overview of the WRRAP Program which maintains a compost demonstration site, provides educational services, conducts the “Take Back the Tap” campaign, provides consultation on zero-waste and operates the Reusable Office Supply Exchange (ROSE) office.

Appointments to Committees and Council

A. S. President (Bryan Kelly)

MOTION: PHAM/SCUDDER move to appoint Maureen Walsh to the Alcohol and Other Drug Abuse Prevention Committee APPROVED

MOTION: PHAM/SCUDDER move to appoint Megan Reynolds to the Student Affairs Advisory Committee APPROVED

MOTION: SILVEIRA/DURR move to appoint Tabitha Soden to the Associated Students Lobby Corps APPROVED

MOTION: PHAM/KREID move to appoint Brandon Durr to the Associated Students Lobby Corps APPROVED

MOTION: KREID/PHAM move to suspend AS Government Code Section 6.03 to appoint Hannah Linnville to the Activities Coordinating Board/MultiCultural Center (ACB/MCC) Allocation Board APPROVED

Linnville is in class and is unable to attend the meeting.

MOTION: THOMAS/DURR move to appoint Hannah Linnville to the ACB/MCC Allocation Board APPROVED

Lutwen left the meeting at 4:30 p.m.

A. S. Administrative Vice President (Rachel Brownell)

MOTION: SILVEIRA/BOLLIER move to appoint Jesse Hoskins to the Associated Students Lobby Corps

MOTION: KREID/HENDERSON move to suspend AS Government Code Section 6.03 to appoint Juliene Sinclair to the Humboldt Energy Independence Fund (HEIF) Committee APPROVED

Sinclair is in class and is unable to attend the meeting.

MOTION: THOMAS/DURR move to appoint Juliene Sinclair to the HEIF Committee APPROVED
A.S. Legislative Vice President (Kate Beyer)
No Appointments.

A.S. Student Affairs Vice President (Natalie Guest)
No Appointments.

Old Business

A. Review and approval of one AS President appointment and one Student Affairs Vice President appointment to the University Senate – Action Item
The University Senate has been restructured and has two student appointments. Government Code section 6.07 outlines that the AS President shall recommend to the A.S. Council which Executive shall be assigned a committee appointment.

MOTION: YZAGUIRRE/PHAM move to approve one AS President appointment and one Student Affairs Vice President appointment to the University Senate APPROVED

Kelly explained that the University Senate will begin operating at the beginning of the calendar year and will be replacing the Academic Senate. The new senate will have two appointed students on it and the AS President will also sit on the Senate in an ex-officio capacity. Silveira asked what the difference in student representation from the original Academic Senate would be. Kelly replied that there would be one less student on the University Senate, but that the ratio of students would be greater. Kelly also noted that the Legislative Vice President would no longer serve on the Senate by position.

B. Resolution No. 2011-12-4: Resolution in Recognition of Veterans as a Cultural Community on Campus and in Support of Efforts to Raise Awareness of Veteran Issues – Action Item
The Associated Students support efforts to recognize Veterans, Service members and military families as a cultural community on campus.

MOTION: KREID/DURR move to approve Resolution No. 2011-12-4: Resolution in Recognition of Veterans as a Cultural Community on Campus and in Support of Efforts to Raise Awareness of Veteran Issues APPROVED

Kelly stated that the AS Council has been working closely with the Office of Veteran’s Services to find ways that AS can contribute to fostering a better campus climate for student veterans on campus. Brownell noted that the resolution she and Kelly authored incorporated input from current student veterans. Kim Hall, the Veteran’s Enrollment Coordinator, was present and thanked the Council for considering the resolution. Kelly stated that the resolution includes a commitment by the Associated Students to make an active effort to provide a forum to help educate the campus community on veteran issues.

Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)

Committee Reports from Students-at-Large
No report.

Scudder – College of Arts, Humanities and Social Sciences
Scudder reported that the HEIF Committee reviewed fourteen proposals at their last meeting. In two weeks the HEIF Committee will be reviewing additional proposals on the Community Garden and the Bicycle Rental program. Other projects include retrofitting shower heads in the residence halls and updating the HVAC system in the Student Business Services Building.

Durr – College of Arts, Humanities and Social Sciences
Durr reported that the College of Arts, Humanities and Social Sciences (CAHSS) mixer had a good mix of students, staff and faculty members. Durr assisted the campus mascot at the football game and reported that the Marching Lumberjacks were able to perform during the field show.

Thomas – College of Arts, Humanities and Social Sciences
Thomas reported that the CAHSS Mixer was well attended by students.

Pham – College of Professional Studies
Pham reported that she has been visiting clubs on behalf of AS. Pham is working on details for the College of Professional Studies (COPS) Mixer this Thursday.

Yzaguirre – College of Professional Studies
Yzaguirre invited the Council to the COPS mixer on Thursday at the Plaza View Room. The event will include students, faculty and staff.

Kreid – College of Professional Studies
No report.

Bollier – College of Natural Resources and Sciences
No report.

Silveira – College of Natural Resources and Sciences
Silveira reported that there will be a Community Garden ad-hoc Committee meeting next Monday.

Henderson – College of Natural Resources and Sciences
Henderson has arranged for a band for the Spring semester mixer. Henderson reported that the Advancement Foundation will be meeting in March, 2012 in San Diego.

Hughes – At-Large
Hughes attended an Intercollegiate Athletic Advisory Committee (IAAC) meeting. Hughes reported that gate revenue from home football games will be used for football scholarships. Hughes stated that Athletics is interested in having a liaison on the AS Council. The last football game will be Saturday, November 12 at 1:00 p.m.

Lutwen – All University
Absent.

Graduate Student Representative (Leanne Lynch)
Lynch stated that there will be an article regarding the discontinuation of subsidized loans for graduate students in The Lumberjack. Lynch is continuing to work on finding more students to participate in the Lucky Logger crew. Lynch attended the Community Garden Ad-Hoc Committee meeting. Lynch noted that she attended a meeting of the Fields Oversight Committee and that the Committee will be making a
priority list for each individual field and a centralized field reservation process is being developed.

Residence Housing Association Representative (Vacant)
No report.

Vice President of Enrollment Management and Student Affairs (Peg Blake)
Dr. Blake reported that one of the zip cars is unavailable due to an accident, but that the campus may receive an additional car because of the high amount of usage. The campus has hired a Student Conduct Officer who will begin on January 1, 2012. A workshop about careers in Student Affairs will be held in November.

General Manager (Joan Tyson)
Tyson reported that the Learning Center is putting on Graduation Planning Workshops on November 7 and 8. Tyson reported that she has been working closely with the Executive Committee on revisions of the AS Constitution and Codes and that Council will review and approve the documents before the end of the year.

AS Presents Coordinator (Annie Bartholomew)
Bartholomew reported that next Monday Wild Flag will be performing on campus and that Sharon Jones and the Dap Kings will be performing the week after. Tickets for AS Council members must be picked up the day prior to the concert.

California State Student Association Representative (Emily Adams)
Adams reported that she met with the Student Sociological Association who is interested in doing a letter writing campaign to the State Legislature. Bartholomew, Lutwen and Adams are working on an open mic event in the Depot. Adams is doing a workshop to educate students on legislation that CSSA is sponsoring. Maltbie and Adams will be attending a meeting in San Diego this weekend.

California State Student Association Representative (Matthew Maltbie)
Maltbie reported that CSSA will be receiving a presentation on the 2012-13 State Budget and a report on a lobbying trip to Washington, DC. CSSA is also hosting a workshop on campus fundraising on Friday evening. CSSA is continuing to discuss a resolution that would support the CSU Sustainability Plan and will also discuss a resolution in support of electronic transcripts. Maltbie will be scheduling a Lobby Corps meeting for the following week. Maltbie also noted that the CA-2 Congressional District is having a competitive race for the first time in over twenty and is considering the idea of a candidate forum in the spring semester. Maltbie also noted that the City of Arcata is looking into changing some of the parking regulations for city streets around the University and that the Lobby Corps will look into the issue.

Legislative Vice President (Kate Beyer)
Beyer reported that she is working with a writer to produce an Op-Ed piece on behalf of AS. Beyer is working on outreach for the Community Garden Project. Beyer has met with different student groups to discuss the Community Garden. Beyer has been researching the Smoking Policy at HSU. Beyer thanked the Council members for making time to meet with her.

Student Affairs Vice President (Natalie Guest)
Guest reported that she attended an ACB/MCC Allocation Board meeting. Some of the events that received funding include Hip Hop Dias De Los Muertos, and a presentation by The Bee Eaters.
attended a presentation on redefining the use of Academic Libraries. Guest also noted that no applications have been received for the Lucky Logger Crew. Guest reminded the Council to sign up to volunteer at the Veteran’s Day 5k run/walk. The Student Affairs Advisory Committee is discussing a campus-wide semi formal. Guest passed out information on the secret gift exchange.

Administrative Vice President Report (Rachel Brownell)
Brownell reported that she attended a Executive Committee meeting, two ACB/MCC Allocation Board meetings, a meeting of the Student Trust Fund, a Board of Finance meeting, and the CAHSS mixer. Brownell provided information on the Holiday Cards for Soldiers program and asked the Council to return the cards by November 17.

Board of Finance Report – Monday, October 24, 2011

A. Request from Associated Students Government from Capital Purchases Reserve in an amount not to exceed $2,592.00 for the costs associated with purchase of 750 Academic Planners – Action Item

The Associated Students Government would like to provide 750 free personalized planners for students in the 2012-2013 school year. The planners would include information on Associated Students programs, events and resources for HSU students. The planners would be purchased in conjunction with the HSU Bookstore.

MOTION: PHAM/KREID move to approve a request from the Associated Students Government from Capital Purchases Reserve in an amount not to exceed $2,592.00 for the costs associated with the purchase of 750 Academic Planners

APPROVED

President (Bryan Kelly)
Kelly reminded the Council of the Veterans Day run on November 11. Kelly passed out information about changes to HSU’s accreditation process and noted that the CSU system is discussing alternatives to the current accreditation process. Kelly passed out additional information regarding the cost to attend the CSU and inequity in Cal Grant awards for students attending public institutions compared to students attending private for-profit institutions. Kelly also passed out information on the CSU budget request for 2012-13. The budget request includes a 3% increase in wages for employees and is estimated to be four billion dollars. The University Senate Election Results have been published and Dr. Eric Van Duzer, a professor in the Education Department, will be chairing the Senate. Last week Kelly attended the Harvest Festival at CCAT, the Basketball Pep Rally and a demonstration of Mediascape.

General Council Discussion
Durr asked Maltbie and Adams when the first Lobby Corps meeting will be. Maltbie stated that he will send out a meeting time and date. Brownell noted that she and Guest will be creating handmade cards for Guest’s Father’s platoon. Brownell and Tyson reminded the Council that next semester’s meetings will be at 2:00 p.m. on Mondays. WRRAP is looking for volunteers to assist with a waste reduction competition at the next football game. Beyer asked if there will be a pep rally for the football team’s last home game. Hughes stated that he will contact Stephanie Lane, HSU’s Assistant Athletic Director.

General Council Work Session

A. Spring 2012 Retreat Reminder (Joan Tyson)
The Spring 2012 Retreat will be on Saturday, January 28, 2012 at the Humboldt Bay Aquatic Center in Eureka.

Tyson reminded the Council about the spring retreat and that those who may be unable to attend should contact Kelly. The retreat will include an evaluation of the AS experience to date, a review of the AS Budget Process, a discussion of the Spring Elections and a session on conflict management by Lori Brown of the Counseling Center. Council members should plan on arriving at 9:00 a.m. and staying until 6:00 p.m.

**Announcements**
Silveira announced that a student is concerned about the HGH toilets flushing automatically. Henderson announced that work needs to be continued on the Freshmen retention rate. Scudder noted that students are having a difficult time working with housing on campus events. Adams announced that a spoken word event is tonight at the Robert Goodman Winery. Henderson suggested a Thanksgiving party for students staying in the area.

**Adjournment**
Beyer adjourned the meeting without objection at 5:50 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:

Kate Beyer
Legislative Vice President
Call to Order

Rachel Brownell called the Board of Finance meeting to order at 4:02 p.m. Monday November 7, 2011 in the Nelson Hall East 120.

Roll Call

Members Present: Rachel Brownell, Bryan Kelly, Paul Yzaguirre (late excused), Stefan Kreid, Marshall Hendricks
Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: KREID/KELLY move to approve Agenda #5 APPROVED

Chair's Report

Brownell reported that there are many items on the agenda today and requested an orderly meeting.

Approval of the Minutes

MOTION: KREID/KELLY move to approve the Board of Finance Minutes #4 dated October 24, 2011 APPROVED

Old Business

A. Request from the Humboldt Film Festival from the Humboldt Film Festival Trust Account in an amount not to exceed $250.00 for the costs associated with a cash award for the film Fading Away – Action Item
   The Humboldt Film Festival was unable to contact the film maker of Fading Away, winner of the “Best Narrative,” after the Spring 2011 Film Festival. The Film Festival was contacted by the film maker in the fall and would now like to send the award.

MOTION: KREID/KELLY move to approve the request from the Humboldt Film Festival from the Humboldt Film Festival Trust Account in an amount not to exceed $250.00 for the costs associated with a cash award for the film Fading Away APPROVED

Debra Reyerson, Budget Director for the Humboldt Film Festival, and Brittany White, a co-director for the Humboldt Film Festival, were present on behalf of the request. Reyerson stated that the film, Fading Away, was submitted by a University in Germany and the Film Festival was unable to contact the producer of the film directly. The producer of the film contacted the Film Festival during the
summer to inquire about the reward. Tyson reviewed the policy regarding expenditures from Trust Accounts. Kelly asked for information the Humboldt Film Festival’s fundraising for 2011-12. Reyerson responded that the group has fundraised $450.00 for the year. Reyerson also noted that income is no longer realized from student admission because the program has moved on campus. Kelly asked how much the Film Festival would charge this year. Reyerson responded that students will be admitted for free and community members may purchase tickets for $5.00 a day or a pass for the week for $15.00. Most likely, the Film Festival will be submitting a revised budget to the Board of Finance.

B. Request from the MultiCultural Center (MCC) from Unallocated in an amount not to exceed $436.00 for the costs associated with purchase of a double-side white board on wheels – Action Item
The MCC would like to purchase a white board with wheels for placement in the MCC Conference Room. The White Board would be utilized by the MCC, The Women’s Resource Center and various clubs.

MOTION: HENDRICKS/KELLY move to approve the request from the MCC from Unallocated in an amount not to exceed $436.00 for the costs associated with purchase of a double-side white board on wheels

Yzaguirre arrived at the meeting at 4:18 p.m.

Marylyn Paik Nicely, Director of the MultiCultural Center, was present on behalf of the request. Paik Nicely explained that the previous white board that the MCC owned was broken when taken outside of the building approximately two years ago. Paik Nicely noted that this white board will not be allowed outside and must stay inside the MCC Conference Room. The Board of Finance discussed if there were less expensive alternatives to purchasing the white board, but it was determined that there were no less expensive options.

Yzaguirre arrived at the meeting at 4:18 p.m.

C. Request from the MCC for permission to spend $128.04 from the MCC Supplies and Services Budget Line Item for the purchase of two folding tables– Action Item
The MCC would like to purchase two folding tables for the MCC Conference Room and this item was not included in the 2011-12 budget request.

MOTION: KREID/HENDRICKS move to approve the request from the MCC for permission to spend $128.04 from the MCC Supplies and Services Budget Line Item for the purchase of two folding tables

Paik Nicely explained that the folding tables would allow for more room to be used in the conference room as they could be stored while not in use. Kelly asked Paik Nicely if it would be possible to include the request in the 2012-13 budget request. Paik Nicely responded that there are enough funds allocated in the Supplies and Services line item of the MCC 2011-12 budget, but that the request for folding tables was not included in the 2011-12 budget request.

D. Request from the MCC for permission to spend $134.48 from the MCC Supplies and Services Budget Line Item for the purchase of four recycling bins– Action Item
The MCC would like to purchase four stackable recycling bins for use inside House 55 and this item was not included in the 2011-12 budget request.
MOTION: KREID/YZAGUIRRE move to approve the request from the MCC for permission to spend $134.48 from the MCC Supplies and Services Budget Line Item for the purchase of four recycling bins

Paik Nicely explained that the recycling bins used prior were confusing and students were throwing trash in recycling. Paik Nicely removed the former bins and would like to order stackable bins that would be clearly labeled.

E. Request from the MCC for permission to spend $1,000.00 of Work Study line item wages for the position of African American Community Outreach Coordinator and to reallocate the wages for the African American Community Outreach Coordinator to unrestricted Hourly Wages – Action Item

The student employed as the African American Community Outreach Coordinator has received a work-study award. The MCC would like to pay the student from the Work-Study line item to conserve funding in the Hourly Wages line item.

MOTION: KREID/YZAGUIRRE move to approve the request from the MCC for permission to spend $1,000.00 of Work Study line item wages for the position of African American Community Outreach Coordinator and to reallocate the wages for the African American Community Outreach Coordinator to unrestricted Hourly Wages

Paik Nicely explained that the student who is currently in the position African American Community Outreach Coordinator has received a work study allocation from Financial Aid. Kreid asked if the MCC would be hiring more students with hourly wages or would continue to employ their current students. Paik Nicely explained that they would use the money to pay wages for currently employed students.

F. Request from the MCC for permission to spend $1,316.00 of Work Study line item wages for one of the positions of Social Justice Summit Coordinator and to reallocate the wages of the Social Justice Summit Coordinator to unrestricted Hourly Wages – Action Item

One of the student employed as a Social Justice Summit Coordinator has received a work-study award. The MCC would like to pay the student from the Work-Study line item to conserve funding in the Hourly Wages line item.

MOTION: KREID/YZAGUIRRE move to approve the request from the MCC for permission to spend $1,316.00 of Work Study line item wages for one of the positions of Social Justice Summit Coordinator and to reallocate the wages of the Social Justice Summit Coordinator to unrestricted Hourly Wages

Paik Nicely explained that this Old Business Item F is similar to Old Business Item G and that the one of the students employed as the Social Justice Summit Coordinator has received a work study allocation from Financial Aid. Paik Nicely noted that the student has already been paid hourly wages of $184.00 and that the remaining $1,316.00 will be paid through work study wages.

G. Request from the MCC to suspend Associated Students 2011-12 Budget Language #1 to split an Assistant Director stipend, in an amount of $500.00, between two employees for the position of Q-Fest Coordinator – Action Item
The MultiCultural Center would like to share the position of Q-Fest Coordinator between two students. Each student would receive a total of $250.00. The total allocation for this position is $500.00

MOTION: KREID/YZAGUIRRE move to approve the request from the MCC to suspend Associated Students 2011-12 Budget Language #1 to split an Assistant Director stipend, in an amount of $500.00, between two employees for the position of Q-Fest Coordinator

Paik Nicely explained that one hourly employee has been putting an extended amount of effort into the Q-Fest. Paik Nicely has approached both students working on the Q-Fest to discuss the idea of splitting the funding allocated to the position between both of them; and both of the student employees agreed to the idea. Kelly requested that if a similar situation arises that the request comes before the Board of Finance earlier—as the Q-Fest started today.

H. Request from Associated Students Government from Unallocated in an amount not to exceed $800.00 for the costs associated with the cleaning, maintenance and shipping of the Campus Mascot – Action Item

The Campus Mascot was purchased in September of 2010 and will be scheduled for routine cleaning and maintenance with the manufacturer at the end of the Academic Year.

MOTION: KREID/KELLY move to approve the request from Associated Students Government from Unallocated in an amount not to exceed $800.00 for the costs associated with the cleaning, maintenance and shipping of the Campus Mascot

Kelly stated that the Associated Students purchased the mascot in Fall Semester 2010 and that the mascot will need to be serviced at the end of the academic year. Kelly stated that the estimate from the manufacturer for cleaning would be $400.00 and that shipping the costume would be approximately $400.00. Hendricks asked if the costume has been cleaned yet. Christensen noted that the costume has been spot cleaned but has not been sent in for a major cleaning yet.

I. 2012-13 AS Budget Timeline and Application Materials – Information Item

The Associated Students Board of Finance will review draft materials to be used for the 2012-13 Budget process and suggest changes. The AS Budget Timeline and Application Materials will appear as an agenda item on the December 5, 2011 Board of Finance Agenda for review and approval.

Tyson also went over the proposed memo to the programs and application materials that will be sent out to the programs. The applications materials will include a budget draft grid, budget justifications, and a general narrative. Tyson described the timeline to the Board and explained the importance of the Board of Finance committing to the timeline once approved. This is the timeline that will be communicated to the AS Programs in the budget application materials. Tyson went over the budget process in detail and answered questions about the process. This document will be an action item at the next Board of Finance meeting. Tyson also noted that if the Board of Finance were interested in adjusting the amounts allocated for director positions they would need to give notice to Tyson so that she could prepare an analysis on what the cost would be. It was also noted that the amounts for director positions were increased for this year.

Announcements
There were no announcements.

Adjournment

Brownell adjourned the meeting at 5:00 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:

Rachel Brownell
A.S. Administrative Vice President
Chair Board of Finance
HUMBOLDT STATE UNIVERSITY
ASSOCIATED STUDENTS
CONSTITUTION
(Revised, 2009 2011)

PREAMBLE

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

PREFACE

We, the leaders of the Associated Student Body of Humboldt State University, shall uphold the
responsibility that has been vested in us.

1. As Student Representatives We Shall: consider the opinions and needs of our
immediate constituency, the Students, prior to our taking any action on their
behalf.

2. As Student Advocates We Shall: be vocal on issues that protect and increase
student rights; create opportunities to increase the student perspective in the
University decision making process; actively seek institutional changes that serve
to enhance the student environment; and uphold and protect the integrity of the
student body association, and,

3. As Fiscal Officers We Shall: allocate Associated Student Body fees in accordance
with the A.S. Mission Statement.

ARTICLE I
Name, Mission and Purpose, and Membership

Section A: Name
The name of this corporation shall be the Associated Students of Humboldt State
University, hereinafter referred to as the "Association".

Section B: Mission and Purpose
The Associated Students of Humboldt State University is a recognized non-profit
corporation and an auxiliary of Humboldt State University. 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, 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 normally included as a part of the institutional educational program.

Section C: Membership
Any person duly registered as a student of Humboldt State University, and who has paid the required membership fee shall be a member of the Association.

ARTICLE II
Definition of the Term "Officer", Officer Liability, Vacancies and Succession

Section A: Definition of the Term "Officer"
An officer shall be any office holder elected by the Association membership and/or approved by the Associated Students Council, hereinafter referred to as the A.S. Council.

Section B: Officer Liability
Any officer of the Association who violates the Association Constitution or Code 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. Council and warning the officer that further misconduct may result in suspension or removal. The officer will retain his/her voting and participation rights. The term of probation to be set by the A.S. Council in each particular case.

3. Suspension: Removal from office for a period of time to be set in each case.


Section C: Vacancies and Succession

1. Vacancy: Should a vacancy occur in any elected office other than the Presidency, the President shall appoint, with the approval of the A.S. Council. All approved appointments shall terminate at the end of the vacant seat's term.

2. Succession: Should a vacancy occur in the Presidency, the Administrative Vice President shall succeed to the office. Should the Presidency and the Administrative Vice Presidency be simultaneously vacant, the Legislative
Vice President shall appoint replacements to assume the duties of those offices. These appointments shall be approved by the A.S. Council.

ARTICLE III:
Composition of the AS Council

Section A: AS Council
The AS Council shall be the sole governing body of the Associated Students.

Section B: Composition of the AS Council
Voting members of the AS Council shall be the Executive Officers and Representatives as determined below:

1. Voting Members:
   a. President,
   b. Administrative Vice President,
   c. Legislative Vice President,
   d. Student Affairs Vice President,
   e. Three (3) college-specific representatives from each college,
   f. One (1) all university representative,
   g. Two (2) at-large representatives, and
   h. One (1) graduate student representative,
   i. One (1) Residence Housing Association (RHA) representative
   j. There are a total of 16 directors of the AS Council.

Section C: Council Advisors
1. Nonvoting Advisors shall consist of:
   a. General Manager, Executive Director of the Associated Students
   b. Vice President of Enrollment Management and Student Affairs
   c. California State Student Association Representative(s)
   d. AS Presents Representative
   e. Elections Commissioner

ARTICLE IV:
Executive Officers

Section A: The Executive Officers of the Council shall be the:
1. President
2. Administrative Vice President
3. Legislative Vice President
4. Student Affairs Vice President.

Section B: Powers and 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. Council.
   c. Chairs the Executive Committee.
   d. May line-item veto Associated Students Budget and Code legislation.
   e. Makes appointments to committees and boards for the Association, unless otherwise specified by this constitution with the consent of the A.S. Council by a 2/3 vote.
   f. Serves as a member of the AS Council.
   g. Vote on actions or decisions taken by the AS Council.

2. Legislative Vice President: The Legislative Vice President shall be the chief legislative assistant to the President.
   a. The Legislative Vice President shall chair the A.S. Council and may vote when it will affect the outcome on actions or decisions taken by the AS Council when such a vote will affect the outcome.
   b. The Legislative Vice President shall be responsible to receive information from Associated Students committee appointments.
   c. The Legislative Vice President shall be responsible for the maintenance of and adherence to the Associated Students Code.
   d. The Legislative 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. Council by a 2/3 vote.
   f. Serves as a member of the AS Council.

3. Administrative Vice President: The Administrative Vice President shall be the chief administrative assistant to the President.
   a. The Administrative Vice President shall chair the Board of Finance.
   b. The Administrative Vice President shall be the chief fiscal advisor to the President and the A.S. Council.
   c. The Administrative Vice President shall assume the duties of the President during the latter'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. Council by a 2/3 vote.
   f. Serves as a member of the AS Council.
   g. Vote on actions or decisions taken by the AS Council.

4. Student Affairs Vice President: The Student Affairs Vice President shall be the chief advisor on student affairs to the President.
   a. The Student Affairs Vice President shall chair the Associated Students Student Affairs Committee.
   b. The Student Affairs Vice President shall sit on the University Center Board of Directors.
c. The Student Affairs Vice President shall sit on the Student Affairs Directors Committee.
d. The Student Affairs 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. Council by a 2/3 vote
f. Serves as a member of the AS Council
g. Vote on actions or decisions taken by the AS Council.

ARTICLE V
Representatives

Section A: The Associated Students Council (A.S. Council) representatives shall be the legislative branch of the Association elected by the Association membership.

Section B: Membership: Membership on the A.S. Council shall consist of college-specific representatives, one all university representatives, one two at-large representatives and one graduate student representative.

1. Membership shall also include one Residence Housing Association (RHA) representative elected in the Spring RHA elections and seated by A.S. Council by a two-thirds majority.

Section C: Powers and Duties of the Associated Students Council:

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

2. Vote on actions or decisions taken by the AS Council.

3. To make appropriations from the treasury of the Association.

4. To approve standing rules of the Council and meeting calendar.

5. To establish the amount of the Association's membership fee with the approval of its membership voting on this issue in an election.

6. To impeach any officer of the Association.

6. To override the President's veto by a two-thirds (2/3) vote.

7. To call special elections.

8. To place legislative initiatives on the ballot by majority vote.

9. To elect a Vice Chair from its membership.
10. To maintain written records of the A.S. Council proceedings which shall be posted for the benefit of the members of the Association.

11. To promote the use and development of programs funded by the Association.

12. To approve the annual budget.

13. To monitor and evaluate budgets of and services offered by the organizations funded by the Association.

14. To approve Executive Officer appointments by a 2/3 vote.

15. To create committees and ad-hoc committees, and to empower those committees to accomplish goals set by the Council.

16. To ratify the results of the Associated Students Elections.

Section D: Chair of the Associated Students Council

1. The presiding officer of the A.S. Council shall be the Legislative Vice President.

2. Powers and Duties of the Chair:
   a. Calls and presides at meetings of the A.S. Council.
   b. May vote on questions when such a vote will affect the outcome. May vote on actions or decisions taken by the AS Council when such a vote will affect the outcome.
   c. Appoints members to the committees of the Council as may be necessary for the proper conduct of its affairs, with the consent of the A.S. Council by a 2/3 vote. (this is mentioned above in Article VI B)
   d. Nominates 2 members of the Council to be seated on the Associated Students Board of Finance.

ARTICLE VI
Term of Office

Section A: The President All executive officer and representatives shall be elected during the Spring Semester, shall assume office at the last regularly scheduled A.S. Council meeting of the Academic year, and shall serve until the last regularly scheduled A.S. Council meeting of the following year.

ARTICLE VII
Meetings

Section A: The Associated Students of Humboldt State University shall conduct its business in public meetings in accordance with the Gloria Romero Open Meetings Act of
2000. All meetings of the A.S. Council shall be open and public, and all persons shall be permitted to attend any meeting of the A.S. Council, except as provided in the Gloria Romero Open Meeting Act of 2000. (AB 1837, Romero. California State University: Student body organizations: Gloria Romero Open Meetings Act of 2000.)

Section B: Meetings shall be conducted as outlined in Government Code, Section 10.

Section C: The AS Council shall annually establish with its Standing Rules the date, time and locations for holding regular meetings.

ARTICLE VIII
Budget

Section A: Board of Finance
The sole responsibility for presenting the A.S. Council with a preliminary budget shall reside with the Board of Finance.

Section B: Membership
The Board of Finance shall consist of the Administrative Vice President, who shall act as the presiding officer; the President of the Association; a member of the Association, appointed by the President; two members of the A.S. Council, appointed by the Legislative Vice President; and the General Manager Executive Director of the Association (non-voting Advisor).

Section C: Procedure in the Formulation of the Budget
1. The Board of Finance shall require each program director to submit a budget request.

2. The Board of Finance shall hold public hearings of programs identified by the Board of Finance. The director or sponsor program shall be notified of the date, time, and place of said hearing.

3. The Board of Finance shall submit a preliminary budget to the A.S. Council at least one month prior to the last regularly scheduled A.S. Council meeting of the academic year.

4. The A.S. Council shall approve a final budget no later than the next to last regularly scheduled meeting of the academic year.

The Associated Students President then reviews the budget and may exercise line-item veto authority.

The A.S. Council has an opportunity to override vetoes with a two-thirds majority.
5. The final budget shall be submitted to the President of the University for review and approval.

**ARTICLE IX.**

**Association Employees-Associated Students General Manager-Executive Director**

**Section A:** General Manager Executive Director

1. The Association A.S. Council will arrange for the services of a General Manager Executive Director who will be responsible to the Associated Students President for the daily operations of the Association.

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

3. The General Manager 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.

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

**ARTICLE X.**

**Elections, Elections Commission and Elections Procedures**

**Section A:** Elections

There shall be one regular Association election during the academic year.

**Section B:** Elections Commission

An Elections Commission shall be appointed to ensure elections conducted by the Association are fair and are operated within the rules established by the A.S. Council, as detailed in the Associated Students Elections Code. Three members of the Commission shall be appointed by the Associated Students President and two members shall be appointed by the Legislative Vice President.

**Section C:** Elections Procedures:

1. Nominations:
   a. Executive Officers shall be nominated by petitions signed by one-hundred and fifty (150) members of the Association.
   b. A.S. college-specific representatives shall be nominated by petitions signed by fifty (50) members of the Association within the college he/she is representing.
e. The A.S. all university representative shall be nominated by petitions signed by fifty (50) members of the Association within the All University program.

d. The A.S. At-Large representatives shall be nominated by petition signed by fifty (50) members of the Association.

e. Graduate Student representatives shall be nominated by petitions signed by twenty (20) members of the Association who are Graduate Students.

2. Petitions for nomination shall be filed with the Elections Commission not less than fourteen (14) calendar days nor more than forty-two (42) calendar days prior to the regular election;

3. Elections Commission has three (3) school days to rule on the eligibility of a candidate after filing;

4. Public notice to the effect that nominations are in order shall be posted on official bulletin boards and shall be published in the school newspaper at least forty-two (42) days prior to the election by the Elections Commission.

5. Each member of the Association shall vote for no more than one candidate for each office.

6. No member of the Association shall vote for a candidate for representative of a college other than the college in which that member of the Association is enrolled. In the case of persons with more than one major, the person shall have the right to choose from amongst colleges in which that person is enrolled to vote for a college representative candidate. Students with undeclared majors shall vote for the all university student representative. All students may vote for the At-Large Representative(s).

7. There shall be two (2) poll workers, appointed by the Elections Commission, at each voting station during the elections.

8. Council Representatives shall be elected on a plurality basis. Executive Officers must receive a majority of the ballots cast for that office. In the advent of a tie or if a candidate for Executive Office fails to receive the required majority, a run-off election shall be held for the two candidates with the highest vote total.

9. Run-off elections shall be held within five (5) school days after the regular election.

ARTICLE XI
Initiatives
Section A: **Initiatives:**
As outlined under the powers and duties of the Executive Committee and A.S. Council, the A.S. Council can initiate measures for the ballot. The Association membership shall also have the power to initiate legislation by means of a written petition to the AS Council, which has been signed by ten percent (10%) of the current members of the Association.

Section B: The Initiative process shall be conducted as outlined in *Elections Code, Section ??*
Signatures will be verified by the Elections Commission. The Elections Commission shall render a decision in writing within five school days after a petition has been filed. When such petition is certified as legal, the A.S. Council shall call a special election within fifteen (15) school days after the date such petition was filed. For passage, the legislation must receive a majority of those voting on the issue. Any initiative passed shall override any legislative acts or appropriations.

**ARTICLE XII**
Recalls

Section A: **Recall:**
Any elected officer or representative of the Association may be subject to recall by a petition containing a specific statement of the reasons for the proposed removal. Such petition must be signed by at least ten (10%) percent of the membership of the Association which that officer represents, and then presented to the AS Council Elections Commission.

The Recall process shall be conducted as outlined in *Elections Code, Section ??*
The Elections Commission shall render a decision in writing within five (5) school days. When such petition is certified as legal by the Elections Commission, it shall be presented to the A.S. Council which shall call a special election within fifteen (15) school days after the date such petition was filed. The person(s) subject to recall may request the President to call a special meeting, in compliance with Open Meeting Law, of the Association within five (5) days of the presentation of the petition. At said meeting, the officer shall be allowed to speak in his/her own defense. If two-thirds (2/3) votes are cast for recall, the officer shall be removed from office.

**ARTICLE XIII.**
Enabling and Amendments

Section A: **Enabling:**
This Constitution shall become the official governing document of the Association upon ratification by two-thirds (2/3) majority of the Association voting on the issue.

Section B: **Amendments:**
There shall be two methods of proposing an amendment to this constitution.
1. Submission of a petition signed by ten (10) percent of the Association membership to the A.S. Council. Once validated by the Elections Commission, the Elections Commission will place an amendment before the members. All proposed amendments shall be made public at least fifteen (15) school days before the election. Amendments must then be approved by two-thirds (2/3) of the total votes cast on this issue at any special or regular election held during the Fall or Spring semesters. Ratified amendments shall be incorporated herein.

2. Proposed amendments may be adopted by an affirmative vote of at least two-thirds (2/3) of A.S. Council. A vote of A.S. Council will amend the constitution, except as noted below.
   a. Any provision recommending a change in the fee.
   b. Any provision altering the term of an executive officer or council member.
   c. Any provision altering membership

**ARTICLE XIV. Indemnification**

**Section A:** The Associated Students shall defend any officer, representative, advisor or employee of the Corporation to the extent permissible under the Corporations Code and other applicable law.
HUMBOLDT STATE UNIVERSITY
ASSOCIATED STUDENTS
CONSTITUTION
(Revised, 2009 2011)

PREAMBLE

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

PREFACE

We, the leaders of the Associated Student Body of Humboldt State University, shall uphold the responsibility that has been vested in us.

1. As Student Representatives We Shall: consider the opinions and needs of our immediate constituency, the Students, prior to our taking any action on their behalf.

2. As Student Advocates We Shall: be vocal on issues that protect and increase student rights; create opportunities to increase the student perspective in the University decision making process; actively seek institutional changes that serve to enhance the student environment; and uphold and protect the integrity of the student body association, and,

3. As Fiscal Officers We Shall: allocate Associated Student Body fees in accordance with the A.S. Mission Statement.

ARTICLE I
Name, Mission and Purpose, and Membership

Section A: Name
The name of this corporation shall be the Associated Students of Humboldt State University, hereinafter referred to as the "Association".

Section B: Mission and Purpose
The Associated Students of Humboldt State University is a recognized non-profit corporation and an auxiliary of Humboldt State University. 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

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community; and to stimulate the educational, social, physical, 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 normally included as a part of the institutional educational program.

Section C: Membership
Any person duly registered as a student of Humboldt State University, and who has paid the required membership fee shall be a member of the Association.

ARTICLE II
Definition of the Term “Officer”, Officer Liability, Vacancies and Succession

Section A: Definition of the Term "Officer"
An officer shall be any office holder elected by the Association membership and/or approved by the Associated Students Council, hereinafter referred to as the A.S. Council.

Section B: Officer Liability
Any officer of the Association who violates the Association Constitution or Code 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. Council and warning the officer that further misconduct may result in suspension or removal. The officer will retain his/her voting and participation rights. The term of probation to be set by the A.S. Council in each particular case.

3. Suspension: Removal from office for a period of time to be set in each case.


Section C: Vacancies and Succession

1. Vacancy: Should a vacancy occur in any elected office other than the Presidency, the President shall appoint, with the approval of the A.S. Council. All approved appointments shall terminate at the end of the vacant seat's term.

2. Succession: Should a vacancy occur in the Presidency, the Administrative Vice President shall succeed to the office. Should the Presidency and the Administrative Vice Presidency be simultaneously vacant, the Legislative
Vice President shall appoint replacements to assume the duties of those offices. These appointments shall be approved by the A.S. Council.

ARTICLE III:

Composition of the AS Council

Section A:

AS Council

The AS Council shall be the sole governing body of the Associated Students.

Section B:

Composition of the AS Council

Voting members of the AS Council shall be the Executive Officers and Representatives as determined below:

1. Voting Members:
   a. President,
   b. Administrative Vice President,
   c. Legislative Vice President,
   d. Student Affairs Vice President,
   e. Three (3) college-specific representatives from each college,
   f. One (1) all university representative,
   g. Two (2) at-large representative, and
   h. One (1) graduate student representative,
   i. One (1) Residence Housing Association (RHA) representative
   j. There are a total of 16 directors of the AS Council.

Section C:

Council Advisors

1. Nonvoting Advisors shall consist of:
   a. General Manager Executive Director of the Associated Students
   b. Vice President of Enrollment Management and Student Affairs
   c. California State Student Association Representative(s)
   d. AS Presents Representative
   e. Elections Commissioner

ARTICLE IV:

Executive Officers

Section A: 
The Executive Officers of the Council shall be the:
1. President
2. Administrative Vice President
3. Legislative Vice President
4. Student Affairs Vice President.

Section B: 
Powers and 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. Council.
   c. Chairs the Executive Committee.
   d. May line item veto Associated Students Budget and Code legislation.
   e. Makes appointments to committees and boards for the Association, unless otherwise specified by this constitution with the consent of the A.S. Council by a 2/3 vote.
   f. Serves as a member of the AS Council.
   g. Vote on actions or decisions taken by the AS Council.

2. Legislative Vice President: The Legislative Vice President shall be the chief legislative assistant to the President.
   a. The Legislative Vice President shall chair the A.S. Council and may vote when it will affect the outcome on actions or decisions taken by the AS Council when such a vote will affect the outcome.
   b. The Legislative Vice President shall be responsible to receive information from Associated Students committee appointments.
   c. The Legislative Vice President shall be responsible for the maintenance of and adherence to the Associated Students Code.
   d. The Legislative 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. Council by a 2/3 vote.
   f. Serves as a member of the AS Council.

3. Administrative Vice President: The Administrative Vice President shall be the chief administrative financial assistant to the President.
   a. The Administrative Vice President shall chair the Board of Finance.
   b. The Administrative Vice President shall be the chief fiscal advisor to the President and the A.S. Council.
   c. The Administrative Vice President shall assume the duties of the President during the latter'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. Council by a 2/3 vote.
   f. Serves as a member of the AS Council.
   g. Vote on actions or decisions taken by the AS Council.

4. Student Affairs Vice President: The Student Affairs Vice President shall be the chief advisor on student affairs to the President.
   a. The Student Affairs Vice President shall chair the Associated Students Student Affairs Committee.
   b. The Student Affairs Vice President shall sit on the University Center Board of Directors.
c. The Student Affairs Vice President shall sit on the Student Affairs Directors Committee.
d. The Student Affairs 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. Council by a 2/3 vote.
f. Serves as a member of the AS Council
g. Vote on actions or decisions taken by the AS Council.

ARTICLE V
Representatives

Section A: The Associated Students Council (A.S. Council) representatives shall be the legislative branch of the Association elected by the Association membership.

Section B: Membership: Membership on the A.S. Council shall consist of college-specific representatives, one all-university representatives, one two at-large representatives and one graduate student representative.

1. Membership shall also include one Residence Housing Association (RHA) representative elected in the Spring RHA elections and seated by A.S. Council by a two-thirds majority.

Section C: Powers and Duties of the Associated Students Council:

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

2. Vote on actions or decisions taken by the AS Council.

3. To make appropriations from the treasury of the Association.

4. To approve standing rules of the Council and meeting calendar.

5. To establish the amount of the Association's membership fee with the approval of its membership voting on this issue in an election.

6. To impeach any officer of the Association.

6. To override the President's veto by a two-thirds (2/3) vote.

7. To call special elections.

8. To place legislative initiatives on the ballot by majority vote.

9. To elect a Vice Chair from its membership.
10. To maintain written records of the A.S. Council proceedings which shall be posted for the benefit of the members of the Association.

11. To promote the use and development of programs funded by the Association.

12. To approve the annual budget.

13. To monitor and evaluate budgets of and services offered by the organizations funded by the Association.

14. To approve Executive Officer appointments by a 2/3 vote.

15. To create committees and ad-hoc committees, and to empower those committees to accomplish goals set by the Council.

16. To ratify the results of the Associated Students Elections.

Section D: Chair of the Associated Students Council

1. The presiding officer of the A.S. Council shall be the Legislative Vice President.

2. Powers and Duties of the Chair:
   a. Calls and presides at meetings of the A.S. Council.
   b. May vote on questions when such a vote will affect the outcome.
   c. May vote on actions or decisions taken by the A.S. Council when such a vote will affect the outcome.
   d. Appoints members to the committees of the Council as may be necessary for the proper conduct of its affairs, with the consent of the A.S. Council by a 2/3 vote. (this is mentioned above in Article VI B)
   d. Nominates 2 members of the Council to be seated on the Associated Students Board of Finance.

   ARTICLE VI
   Term of Office

Section A: The President All executive officer and representatives shall be elected during the Spring Semester, shall assume office at the last regularly scheduled A.S. Council meeting of the Academic year, and shall serve until the last regularly scheduled A.S. Council meeting of the following year

   ARTICLE VII
   Meetings

Section A: The Associated Students of Humboldt State University shall conduct its business in public meetings in accordance with the Gloria Romero Open Meetings Act of
All meetings of the A.S. Council shall be open and public, and all persons shall be permitted to attend any meeting of the A.S. Council, except as provided in the Gloria Romero Open Meeting Act of 2000. (AB 1837, Romero. California State University: Student body organizations: Gloria Romero Open Meetings Act of 2000.)

Section B: Meetings shall be conducted as outlined in Government Code, Section 10.

Section C: The AS Council shall annually establish with its Standing Rules the date, time and locations for holding regular meetings.

ARTICLE VIII
Budget

Section A: Board of Finance
The sole responsibility for presenting the A.S. Council with a preliminary budget shall reside with the Board of Finance.

Section B: Membership
The Board of Finance shall consist of the Administrative Vice President, who shall act as the presiding officer; the President of the Association; a member of the Association, appointed by the President; two members of the A.S. Council, appointed by the Legislative Vice President; and the General Manager Executive Director of the Association (non-voting Advisor).

Section C: Procedure in the Formulation of the Budget

1. The Board of Finance shall require each program director to submit a budget request.

2. The Board of Finance shall hold public hearings of programs identified by the Board of Finance. The director or sponsor program shall be notified of the date, time, and place of said hearing.

3. The Board of Finance shall submit a preliminary budget to the A.S. Council at least one month prior to the last regularly scheduled A.S. Council meeting of the academic year.

4. The A.S. Council shall approve a final budget no later than the next to last regularly scheduled meeting of the academic year.

The Associated Students President then reviews the budget and may exercise line-item veto authority.

The A.S. Council has an opportunity to override vetoes with a two-thirds majority.
5. The final budget shall be submitted to the President of the University for review and approval.

ARTICLE IX.

Association Employees—Associated Students General Manager—Executive Director

Section A: General Manager Executive Director

1. The Association A. S. Council will arrange for the services of a General Manager Executive Director who will be responsible to the Associated Students President for the daily operations of the Association.

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

3. The General Manager 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.

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

ARTICLE X.

Elections, Elections Commission and Elections Procedures

Section A: Elections

There shall be one regular Association election during the academic year.

Section B: Elections Commission

An Elections Commission shall be appointed to ensure elections conducted by the Association are fair and are operated within the rules established by the A.S. Council, as detailed in the Associated Students Elections Code. Three members of the Commission shall be appointed by the Associated Students President and two members shall be appointed by the Legislative Vice President.

Section C: Elections Procedures:

1. Nominations:
   a. Executive Officers shall be nominated by petitions signed by one-hundred and fifty (150) members of the Association.
   
   b. A.S. college-specific representatives shall be nominated by petitions signed by fifty (50) members of the Association within the college he/she is representing.
e. The A.S. all university representative shall be nominated by petitions signed by fifty (50) members of the Association within the All University program.

d. The A.S. At-Large representatives shall be nominated by petition signed by fifty (50) members of the Association.

e. Graduate Student representatives shall be nominated by petitions signed by twenty (20) members of the Association who are Graduate Students.

2. Petitions for nomination shall be filed with the Elections Commission not less than fourteen (14) calendar days nor more than forty-two (42) calendar days prior to the regular election;

3. Elections Commission has three (3) school days to rule on the eligibility of a candidate after filing;

4. Public notice to the effect that nominations are in order shall be posted on official bulletin boards and shall be published in the school newspaper at least forty-two (42) days prior to the election by the Elections Commission.

5. Each member of the Association shall vote for no more than one candidate for each office.

6. No member of the Association shall vote for a candidate for representative of a college other than the college in which that member of the Association is enrolled. In the case of persons with more than one major, the person shall have the right to choose from amongst colleges in which that person is enrolled to vote for a college representative candidate. Students with undeclared majors shall vote for the all university student representative. All students may vote for the At-Large Representative(s).

7. There shall be two (2) poll workers, appointed by the Elections Commission, at each voting station during the elections.

8. Council Representatives shall be elected on a plurality basis. Executive Officers must receive a majority of the ballots cast for that office. In the advent of a tie or if a candidate for Executive Office fails to receive the required majority, a run-off election shall be held for the two candidates with the highest vote total.

9. Run-off elections shall be held within five (5) school days after the regular election.

ARTICLE XI
Initiatives
Section A: Initiatives:
As outlined under the powers and duties of the Executive Committee and A.S. Council, the A.S. Council can initiate measures for the ballot. The Association membership shall also have the power to initiate legislation by means of a written petition to the AS Council, which has been signed by ten percent (10%) of the current members of the Association.

Section B: The Initiative process shall be conducted as outlined in Elections Code, Section ?? Signatures will be verified by the Elections Commission. The Elections Commission shall render a decision in writing within five school days after a petition has been filed. When such petition is certified as legal, the A.S. Council shall call a special election within fifteen (15) school days after the date such petition was filed. For passage, the legislation must receive a majority of those voting on the issue. Any initiative passed shall override any legislative acts or appropriations.

ARTICLE XII
Recalls

Section A: Recall:
Any elected officer or representative of the Association may be subject to recall by a petition containing a specific statement of the reasons for the proposed removal. Such petition must be signed by at least ten (10%) percent of the membership of the Association which that officer represents, and then presented to the AS Council Elections Commission.

The Recall process shall be conducted as outlined in Elections Code, Section ?? The Elections Commission shall render a decision in writing within five (5) school days. When such petition is certified as legal by the Elections Commission, it shall be presented to the A.S. Council which shall call a special election within fifteen (15) school days after the date such petition was filed. The person(s) subject to recall may request the President to call a special meeting, in compliance with Open Meeting Law, of the Association within five (5) days of the presentation of the petition. At said meeting, the officer shall be allowed to speak in his/her own defense. If two thirds (2/3) votes are cast for recall, the officer shall be removed from office.

ARTICLE XIII.
Enabling and Amendments

Section A: Enabling:
This Constitution shall become the official governing document of the Association upon ratification by two-thirds (2/3) majority of the Association voting on the issue.

Section B: Amendments:
There shall be two methods of proposing an amendment to this constitution.
1. Submission of a petition signed by ten (10) percent of the Association membership to the A.S. Council. Once validated by the Elections Commission, the Elections Commission will place an amendment before the members. All proposed amendments shall be made public at least fifteen (15) school days before the election. Amendments must then be approved by two-thirds (2/3) of the total votes cast on this issue at any special or regular election held during the Fall or Spring semesters. Ratified amendments shall be incorporated herein.

2. Proposed amendments may be adopted by an affirmative vote of at least two-thirds (2/3) of A.S. Council. A vote of A.S. Council will amend the constitution, except as noted below.

a. Any provision recommending a change in the fee.

b. Any provision altering the term of an executive officer or council member.

c. Any provision altering membership

**ARTICLE XIV.**

**Indemnification**

**Section A:** The Associated Students shall defend any officer, representative, advisor or employee of the Corporation to the extent permissible under the Corporations Code and other applicable law.