ASUH-HAWCC BY-LAWS

Mission Statement

We, the Associated Students of University of Hawai`i- Hawai`i Community College are a committed group of individuals who look to accurately represent the views of the entire student body. We act as a liaison between campus administration, faculty, state legislature, and student organizations. We diligently serve with leadership, integrity, honor, and enthusiasm to ensure student success for the Hawai`iCC student body. We encourage participation in campus governance and the college community.

ARTICLE ONE: MEETINGS

Section A. Agenda, Reports and Minutes

1. Anything to be added to the agenda must be submitted via email to the President and Secretary no later than 48 hours prior to the meeting time.
   a. Submissions received after the 48 hour deadline may be added to the agenda at the discretion of the President and Secretary.
2. All submissions must be legible and properly completed.
3. The President must make the finalized agenda available to the Senate no later than 24 hours prior to the meeting time.
4. ASUH- Hawai`iCC executive board must submit a weekly report to the full Senate for record of executive meeting discussion and attendance.
5. Minutes will be posted on the Hawai`iCC website no more than 7 days after a meeting.
ARTICLE TWO: STANDING COMMITTEES

Section A. Committee Descriptions

1. Elections
   a. The committee shall plan, implement and coordinate any regular election or special election. This committee shall also be responsible for promoting ASUH-Hawai‘iCC throughout the entire year in order to ensure candidate competition for each of ASUH-Hawai‘iCC’s positions. This committee shall also be responsible for filling any open positions on the ASUH- Hawai‘iCC Senate as needed.

2. University of Hawai‘i Student Caucus-
   a. The committee shall represent students by monitoring system-level issues, represent ASUH-Hawai‘iCC at caucus meetings, and host caucus meetings held at Hawai‘iCC.

3. Public Relations
   a. The committee shall monitor all ASUH- Hawai‘iCC bulletin boards, assist ASUH- Hawai‘iCC -sponsored R.I.S.O’s in their public relations, spread awareness of ASUH- Hawai‘iCC affairs, and manage a calendar of events.

4. Legislature
   a. The committee shall research and advocate for the student body at all levels of governance and work towards representing ASUH-Hawai‘iCC in a recognizable and professional manner.

5. Student Leadership Development
   a. The committee shall provide student leadership opportunities, training and resources that promote student leadership on campus and in the community.

Section B. Future Standing Committees
1. ASUH-Hawai'iCC may create new standing committees when deemed necessary subject to three-fourths (3/4) majority vote of the Senate.

ARTICLE THREE: AMENDMENT AND RATIFICATION

Section A. Amendment
1. All motions to amend the by-laws must be proposed through the Senate during full Senate meetings.
2. Amendments proposed are made official upon the completion of the ratification process.
3. Any amendments must be submitted, in writing, to the ASUH-Hawai'iCC Senate at least ten (10) school days before consideration.
4. Official ratification requires a three-fourths (3/4) vote from the ASUH-Hawai'iCC Senate.

ARTICLE FOUR: STIPENDS

Section A. Stipends
1. Stipends enable ASUH-Hawai'iCC members to be exempt partly or wholly from waged or salaried employment in order to undertake the work required by their positions.
2. ASUH-Hawai'iCC Executive Members are allocated a stipend of $125 a month and all other Senate members are allocated a stipend of $125 a month.

Section B. Policies on Stipends

1. Stipend Payments
   a. Stipend payments will be paid based on attendance of training, meetings, events and completion of job duties.

2. Stipend Increases
a. A request to increase the stipend amounts shall be sent to the Vice Chancellor of Student Affairs.

b. Stipend amount increases requires a 10% vote of the student body’s current enrollment. A simple majority of these votes must be in favor of the increase proposal.

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ASUH-HAWAI’ICC President       Date

__________________________________________  ______________
HAWAI’ICC Vice Chancellor for Student Affairs    Date

__________________________________________  ______________
HAWAI’ICC Chancellor        Date