



ASI Rules and Policies Committee Code

- I. Purpose: The Rules and Policies Committee is a recommending body to the ASI Board of Directors (BOD). The Committee shall recommend all rules, policies, and resolutions governing ASI. The exception shall include all ASI personnel policy matters which shall be handled by the Personnel Review Committee (PRC).
- II. Composition: The Rules and Policies Committee shall include:
 - A. Chair:
 - i. The ASI Attorney General, who shall serve as Chair.
 - B. Voting Members:
 - i. The ASI Senate President Pro-Tempore, who shall serve as Vice Chair.
 - ii. The ASI President or designee.
 - iii. The ASI Vice President.
 - C. Three (3) ASI Senators elected by the BOD, who shall serve on the committee for the entire academic year.
- III. Liaison:
 - A. The ASI Treasurer.
- IV. Advisors:
 - A. The University Advisor or designee(s).
 - B. The ASI Executive Director or designee(s).
- V. Duties of the Committee Chair: The Committee Chair shall be responsible for properly and efficiently carrying out the business of the Committee, preparing minutes, and reporting to the Senate all actions taken by the Committee.
- VI. Duties of the Vice Chair: The Vice Chair shall take on the duties of the Chair as listed in this Committee Code if the Chair is not present for a regular meeting.
- VII. Meetings: Meetings shall be called by the Chair or by two-thirds (2/3) of the voting members of the Committee. The agenda must be posted 72 hours (3 business days) in advance to comply with the Gloria Romero Open Meeting Act, or if replaced, its successor act.
- VIII. Quorum: Quorum is established when five (5) voting members are present. Quorum is defined as a majority of seated voting members.

Policy Number: SB 2019-2020:04

Effective Date: 2/3/2020

Revised Date: 12/5/2019

Supersedes: SB 2017-2018:04

- IX. Voting Procedures: Decisions shall be made with a majority vote. All action taken by the Committee shall be recommended to the ASI BOD for final approval.
- X. Amendments: Any amendment to this Code shall be reviewed by the Rules and Policies Committee and approved by the ASI BOD with a two-thirds (2/3) vote.