



STUDENT GOVERNMENT COUNCIL

OF WASHINGTON STATE UNIVERSITY

BYLAWS

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ARTICLE I: STUDENT GOVERNMENT COUNCIL ORGANIZATION

Section 1: Membership Organization

- A. Members include: Associated Students of Washington State University, Pullman (ASWSU), Associated Students of Washington State University, Everett (ASWSU-E), Associated Students of Washington State University, Global (ASWSU-G), Associated Students of Washington State University, Health Sciences (ASWSU-HS), Associated Students of Washington State University, Tri-Cities (ASWSU-TC), Associated Students of Washington State University, Vancouver (ASWSU-V), and Graduate and Professional Students Association of Washington State University (GPSA).

Section 2: Duties and Privileges for Membership

- A. All Members share in the Student Government Council's (SGC) ethical duty to promote the welfare and well-being of all students at Washington State University (WSU).
- B. All Members are entitled to all benefits and privileges of the SGC, unless limited by the SGC Constitution or Bylaws.
- C. All Members are expected to attend scheduled meetings.

Section 3: SGC Structure

- A. Representatives from Each Member Organization
 - a. Each student government organization will be comprised of the President, Vice President, and Legislative Affairs Director/Vice President, as well as the Legislative Affairs Deputy from ASWSU Pullman, or their designated proxies from each campus, or equivalent to each position as it is commonly understood.
- B. Chair and Vice Chair
 - a. Chair and Vice Chair are elected positions as determined by Article II, Sections 2-3.
 - b. Eligibility of Chair and Vice Chair
 - i. The Chair and Vice Chair of SGC must be members of SGC.
- C. Advisors
 - a. The SGC Advisors consist of all member organization advisors.
- D. Student Regent
 - a. The Student Regent is the student member of the Board of Regents.
- E. Host Campus
 - a. The host campus is determined based on the location of the in-person board meeting.

ARTICLE II: OPERATIONS

Section 1: Members

- A. General Responsibilities
 - a. Attend all in-person and virtual SGC meetings.
 - b. Communicate to their non-SGC student government leaders and constituents the actions taken by SGC.

- c. Communicate to all members of the SGC the concerns of their constituents in their respective campus.
- d. Faithfully execute the Constitution and Bylaws of the SGC.
- e. Determine the legislative priorities and objectives shared by WSU students as defined in Article II, Section 8.
- f. Execute the Student Regent Selection process as defined in Article II, Section 9.
- g. Other tasks necessary to fulfill the duties of SGC as assigned by the SGC members or the Chair or Vice Chair.

Section 2: Chair

A. Election

- a. The Chair shall be elected by a simple majority of the SGC during the transition meeting. In cases where a simple majority cannot be reached, the chair will be chosen from SGC representatives receiving the largest number of votes.

B. Duties of the Chair

- a. The Chair shall serve for a period of one academic year, beginning in May.
- b. The Chair shall be a voting member of the SGC during their term of office.
- c. The Chair shall have the following duties:
 - i. Presiding at all meetings of the SGC.
 - ii. Serving as a liaison between member campuses and SGC and all other organizations and offices of the University.
 - iii. Assisting in the preparation and approval of the agenda for each SGC meeting.
 - iv. Coordinating with host campus leadership on all meeting logistics.
 - v. Exercising leadership in the achievement of SGC programs and goals.
 - vi. Facilitating necessary communications for the SGC.
 - vii. Assisting in transition of Chair-elect.
 - viii. Delegation of duties or creation of ad-hoc positions as necessary.

C. Removal or Resignation of the Chair

- a. The Chair may be dismissed from their position via a 2/3 majority vote of all voting SGC members.
- b. In the event that the Chair voluntarily resigns from their position, a new Chair shall be elected from the remaining SGC members at the next SGC meeting. A simple majority vote will be required to affirm the new Chair.

Section 3: Vice-Chair

A. Election

- a. The Vice-Chair shall be elected by a simple majority of the SGC during the transition meeting. In cases where a simple majority cannot be reached, the chair will be chosen from SGC representatives receiving the largest number of votes.

B. Duties

- a. The Vice Chair shall serve for a period of one academic year, beginning in May.
- b. The Vice Chair shall be a voting member of the SGC during their term in office.
- c. The Vice Chair shall have the following duties:
 - i. Presiding over all meetings of the SGC in which the Chair is not present.

- ii. Assisting the Chair in the preparation and distribution of agenda for each SGC meeting no later than five working days prior to the upcoming SGC meeting.
 - iii. Exercising leadership in the achievement of SGC programs and goals.
 - iv. Assisting the SGC Chair in any manner deemed necessary by the SGC.
 - v. Attending all meetings and acting as parliamentarian for the SGC.
 - vi. Taking minutes of all SGC General Assemblies
 - vii. Making available for public inspection the minutes and proceedings of all actions taken by SGC.
 - viii. Assisting in transition of Vice Chair-elect.
 - ix. Delegation of duties or creation of ad-hoc positions as necessary.
- C. Removal or Resignation of the Vice Chair
- a. The Vice Chair may be dismissed from their position via a 2/3 majority vote of all voting SGC members.
 - b. In the event that the Vice Chair voluntarily resigns from their position, a new Vice Chair shall be elected from the remaining SGC members at the next SGC meeting. A simple majority vote will be required to affirm the new Vice Chair.

Section 4: Ex-Officio Members

- A. The SGC Advisors shall be non-voting ex-officio members of the SGC.
- B. The Student Regent shall be a non-voting ex-officio member of the SGC.

Section 5: Host Campus

- A. The host campus members are responsible for coordinating logistics for in-person SGC meetings, including, but not limited to food, parking, and office supplies.
- B. Appropriate meeting facilities will be secured by the SGC members at the respective campus where the meeting will take place.

Section 6: Meetings

- A. All meetings of the SGC shall be held in accordance with legal requirements regarding open public meetings.
- B. In-Person Meetings
 - a. Meetings of the SGC shall be held in-person no less than three times a year and shall be called at the discretion of the voting members of the SGC. Additional meetings of the SGC shall be called at the request of a simple majority of the voting members of the SGC.
 - b. Meetings of the SGC will be convened on a rotating basis with each campus holding at least one of the three mandatory meetings, every two years. Additional meetings will be convened at a location to be determined by a simple majority of the voting members of the SGC.
- C. Virtual Meetings
 - a. Virtual meetings shall be called at the discretion of the voting members of the SGC. Additional meetings of the SGC shall be called at the request of a simple majority of the voting members of the SGC.
- D. Quorum
 - a. Fifteen of the twenty-two voting members of the SGC, or their respective proxies, will constitute the quorum necessary to transact SGC business.

- b. Each designated proxy may represent up to two voting members.
- E. Voting
- a. Each member organization representative, as defined in Article I section 3, part A, will have one vote. This will result in each member organization having the possibility of 3 votes with the exception of ASWSU Pullman who will have 4 possible votes. Representatives are considered to be voting members of SGC only if the position within any given member organization is currently filled at the time of each meeting.
 - b. In the event any voting member of the SGC will not be present at any given meeting, such member may designate a proxy or proxies to attend the meeting. A proxy will assume the same responsibilities as the position for which the substitution is made, except in the cases of position that are elected within the SGC.
 - c. Proxies may hold up to two designated votes.
 - d. In the event of a tie, the SGC Chair will make the final determination.
 - e. Majorities Needed for Passage
 - i. All matters before the SGC, except for amendment of the SGC Constitution or the SGC Bylaws, shall be approved by a 2/3 majority vote of the SGC in attendance, unless otherwise stated in the SGC Constitution or Bylaws.

Section 7: Funding

- A. Funding for each SGC meeting shall be provided by S&A fees from the host campus plus S&A fees from agreed-upon partner campuses as determined by the SGC members.
- B. Each campus will contribute S&A fees to one SGC meeting per year.

Section 8: Legislative Affairs

- A. Strive to coordinate our legislative initiatives, lobbying, Coug Day at the Capitol planning, and representation of the students of Washington State University by sharing priorities and visions.
- B. Facilitate communications amongst our organizations through discussion at SGC meetings, DOLA, or equivalent, coordination through scheduled monthly communications.
- C. Recognize the many similarities that exist among our disparate student bodies and promote policies for the benefit of all WSU students.
- D. Members of the SGC shall determine, no less than once annually, by majority vote, the legislative priorities and objectives shared by WSU students.
- E. The drafting of the SGC Legislative Agenda shall be the responsibility of either the SGC Chair or a member of SGC designated by the Chair.
 - a. The SGC Legislative Agenda shall be composed of both State and Federal level legislative priorities which impact either the WSU system as a whole or at least one of the student bodies of any of WSU's campuses.
 - b. The SGC Legislative Agenda must be drafted through the solicitation of agenda items from all of the member campuses of SGC.
 - c. The SGC Legislative Agenda shall include both graduate and undergraduate legislative priorities, either in a single agenda or separated into two agendas at the discretion of the agenda drafter.

- d. The SGC Legislative Agenda must be presented to and approved by two-thirds (2/3s) of the seated membership of SGC.
 - e. Any amendments to the SGC Legislative Agenda after ratification must also be approved by two-thirds (2/3s) of the seated membership of SGC.
 - f. The member campuses of SGC are encouraged to use the SGC Legislative Agenda in the execution of their respective ASWSU Departments of Legislative Affairs's legislative advocacy.
 - g. The SGC Legislative Agenda will be the primary agenda used at any and all legislative advocacy events which incorporate multiple ASWSU organizations. Including but not limited to Cougar Day at the Capitol and Cougar Day in D.C.
- F. Each campus Director of Legislative Affairs or Vice President of Legislative Affairs will form a committee known as the, "SGC Legislative Committee," for the purpose of facilitating the goals, projects, and agendas of SGC.
- a. The SGC Legislative Committee shall convene on at least a biweekly basis either in person, over a virtual meeting service, or via conference call.
 - b. The SGC Legislative Committee will be responsible for planning Cougar Day at the Capitol and assisting in the creation of the SGC legislative agenda.
 - c. The SGC Legislative Committee shall elect by a majority vote a Chair and Vice Chair from their membership who shall share the same powers and abilities in order to progress the legislative goals of the SGC. Chairs and Vice Chair serve for the duration of the academic year.
 - d. Any SGC Legislative Committee member may call a meeting at any time in order to best serve the interests of the SGC legislative goals.
- G. Each campus Director of Legislative Affairs or Vice President of Legislative Affairs will form a committee known as the, "SGC Legislative Committee," for the purpose of facilitating the goals, projects, and agendas of SGC.
- e. The SGC Legislative Committee shall convene on at least a biweekly basis either in person, over a virtual meeting service, or via conference call.
 - f. The SGC Legislative Committee will be responsible for planning Cougar Day at the Capitol and assisting in the creation of the SGC legislative agenda.
 - g. Any SGC Legislative Committee member may call a meeting at any time in order to best serve the interests of the SGC legislative goals.
- H. Election of the Legislative Chair and Vice Chair
- a. The SGC Legislative Committee shall elect by a majority vote a Chair and Vice Chair from its membership who shall share the same powers and abilities in order to progress the legislative goals of the SGC.
 - The Chair and Vice Chair serve for the duration of the academic year.
 - b. The Election shall be held at an SGC Legislative Meeting or Breakout.
 - Before the floor is opened to nominations, the SGC Legislative Committee will decide if any questions will be asked of each candidate during the election process.
 - All candidates must be asked the same questions, and no questions may be asked that have not been approved by the committee beforehand.
 - Each candidate will be given one minute to provide a speech to the committee.
 - Voting will be held by secret ballot.
 - c. The Election shall be chaired by an advisor.

- They will be responsible for asking the questions decided by the committee and counting the ballots.

I. Duties of the Legislative Chair

- a. The Chair shall have the following duties:
 - i. Presiding at all meetings of the SGC Legislative Committee.
 - ii. Working with the Vice Chair in the preparation and approval of the agenda for each SGC Legislative meeting.
 - iii. Assist in Coug Day planning and meeting logistics.
 - iv. Exercise leadership in the achievement of SGC legislative programs and goals.
 - v. Work with the Vice Chair to facilitate meetings and communications in order to meet the SGC legislative goals.
 - vi. Provide biweekly updates to SGC Chair and Vice-Chair
 - vii. Other legislative duties as assigned by the SGC Chair and/or Legislative Committee members.
 - viii. Assisting in transition of Chair-elect.

J. Removal or Resignation of the Legislative Committee Chair

- a. The Chair may be dismissed from their position via a 2/3 majority vote of all present voting Legislative Committee members.
- b. In the event that the Legislative Committee Chair voluntarily resigns from their position, a new Chair shall be elected from the remaining Legislative Committee members at the next SGC Legislative Committee meeting.
- c. A simple majority vote of the present Legislative Committee members will be required to affirm the new Chair.

K. Duties of the Legislative Vice-Chair

- a. The Vice-Chair shall have the following duties:
 - ix. Presiding at all meetings of the SGC Legislative Committee where the Chair is not present.
 - x. Work with the Chair in the preparation and approval of the agenda for each SGC Legislative meeting.
 - xi. Assist in Coug Day planning and meeting logistics.
 - xii. Exercise leadership in the achievement of SGC legislative programs and goals.
 - xiii. Work with the Chair to facilitate meetings and communications in order to meet the SGC legislative goals.
 - xiv. Other legislative duties as assigned by the SGC Chair and/or Legislative Committee members.
 - xv. Taking minutes of all SGC Legislative Committee Meetings.
 - xvi. Make available the minutes and proceedings of all actions taken by the SGC Legislative Committee.
 - xvii. Assisting in transition of Vice Chair-elect.

L. Removal or Resignation of the Legislative Committee Vice Chair

- a. The Chair may be dismissed from their position via a 2/3 majority vote of all present voting Legislative Committee members.
- b. In the event that the Legislative Committee Vice Chair voluntarily resigns from their position, a new Vice Chair shall be elected from the remaining Legislative

Committee members at the next SGC meeting.

- c. A simple majority vote of the present Legislative Committee members will be required to affirm the new Vice-Chair.

Section 9: Student Regent Selection Process

- A. It is a duty of the SGC to establish a Student Regent Selection Committee for the purpose of developing a list of three (3) candidates to be forwarded to the governor of the State of Washington for the position of student regent.
- B. The determination of the Student Regent candidates will follow RCW § 28B.20.100.
- C. The membership of the Student Regent Selection Committee shall be:
 - a. The Chair of the committee shall be the current Student Regent of Washington State University.
 - i. Representatives from each campus of Washington State University as follows:
 1. One representative designated by the ASWSU-Everett President
 2. One representative designated by the ASWSU-Global President
 3. Two representatives designated by the ASWSU President
 4. One representative designated by the ASWSU-Health Sciences President
 5. One representative designated by the ASWSU-Tri-Cities President
 6. One representative designated by the ASWSU-Vancouver President
 7. One representative designated by the GPSA President
 - ii. In the case where a current President is applying for the Student Regent position, they will excuse themselves from the selection process and designate a SGC member from their respective campus to the committee.
 - iii. Each representative receives one vote.
 - iv. Each campus President may appoint one non-voting representative to attend the Student Regent selection process. It is suggested that this non-voting representative be an incoming member of SGC for the next academic year. The purpose of the non-voting representative is to observe the Student Regent selection process in order to be familiar with the process for the upcoming year's selection.
 - v. SGC members applying for the Student Regent position are not allowed to serve on the Student Regent Selection Committee.
- D. The duties of the Student Regent Selection Committee shall be:
 - a. Duties of the Chair
 - i. Prior to Committee meetings, the Chair shall coordinate the logistics of the Student Regent Selection Process, with the assistance of the office of the President of Washington State University. The Chair's duties include:
 1. Ensuring that the Student Regent application opens Spring Semester and is open a minimum of one month.
 2. Scheduling of meeting location(s), dates, and communications infrastructure necessary to the Committee's task.
 3. Coordinating with all committee members prior to meeting dates/times, to assure participation from each campus.
 4. Submitting applications to committee members no less than 20

- business days before scheduling interviews.
- 5. Coordinating with all applicants to assure equal opportunity is granted to each candidate.
- 6. Notifying all candidates of their interview times no later than 10 business days prior to their interview.
- ii. During Committee meetings, the Chair shall:
 - 1. Preside over the meeting, including acts such as calling the meeting to order, directing the Committee to tasks at hand, and adjournment of meetings.
 - 2. Vote only to break a tie and shall retain all voting authority granted to any member of the committee.
- iii. After all phases of the Committee's work are complete, the Chair shall:
 - 1. Compose the recommendation letter, subject to final approval of the committee.
 - 2. Transmit the recommendations of the committee and corresponding information to the Office of the Governor.
 - 3. Perform any other duty or responsibility deemed necessary by the committee.
- b. Duties of the Committee
 - i. Phase 1 - Narrowing of Applicants to Determine Interviewees
 - 1. Applications must be reviewed by every committee member and graded according to a rubric and scoring system determined by each year's committee.
 - 2. Applications must be reviewed, ranked, and submitted to the Chair no later than 10 business days after receipt of applications.
 - 3. No more than 10 candidates may be recommended for an in-person interview.
 - ii. Phase 2 - In-Person Interviews at April SGC
 - 1. The Committee shall interview each applicant it deems qualified by reviewing the applications received. Interviews should preferably be conducted in person but may also be conducted through electronic means (e.g., Skype) as determined by each year's committee.
 - 2. After all interviews have been completed, the Committee shall briefly discuss each applicant.
 - iii. Phase 3 - Ranking Interview Candidates (Round 1)
 - 1. Each campus shall rank the applicants from most favorable (5) to least favorable (1).
 - 2. A composite score for each applicant will then be derived by taking the sum of the ranks assigned the applicant by each campus.
 - 3. The five (5) applicants with the highest composite scores advance to Phase 4.
 - iv. Phase 4 - Ranking Interview Candidates (Final Round)
 - 1. Each member of the committee ranks the five (5) remaining applicants from most favorable (5) to least favorable (1).
 - 2. A composite score for each applicant will then be derived by taking the sum of the ranks assigned the applicants, with the

following provisions:

- i. The two representatives from ASWSU will be weighted such that each has three rankings, for a total of six (6) for the Pullman campus, reflecting the disproportionate student enrollment across our university.
 - ii. ASWSU's representatives must agree on rankings during Phase 2, but then may split rankings (3 for each voting representative) during Phase 3.
 - iii. All other representatives' rankings will be un-weighted.
 3. The three (3) applicants with the highest composite scores will be forwarded to the Governor's Office as the recommendations of the Student Regent Selection Committee for the office of Student Regent, Washington State University.
 - a. Under the advisement of the Student Regent Selection Committee, the current Student Regent will submit a letter to the Governor's Office indicating the applicants selected by committee. The committee may choose to endorse a specific applicant in this letter.
- E. Qualifications for the position of Student Regent of Washington State University shall be defined by and through the Application for Student Regent.
- F. Protocols for Violations of the Student Regent Hiring Process
 - a. Alleged Violations of the SGC Bylaws by a Student Regent Hiring Committee Member
 - i. The current Student Regent will oversee the process to handle any alleged violation.
 - ii. The current Student Regent will form an ad hoc committee to review the alleged violation.
 - iii. This ad hoc committee will be comprised of the current Student Regent and two other outgoing or incoming presidents or vice presidents that are not on the Student Regent Hiring Committee and are not applying for the Student Regent position.
 1. A preference will be given to members not from the campus of the alleged violator(s).
 - iv. If the ad hoc committee determines the actions of the Student Regent Hiring Committee member violated the SGC Bylaws and will deter the Student Regent Hiring Committee member from adequately conducting their duty as a committee member, then the ad hoc committee may remove the Hiring Committee member with a 2-1 vote.
 - v. If the ad hoc committee determines the actions of the Student Regent Hiring Committee member did not violate the SGC Bylaws or that the violation was technical in nature or minor and will not deter the Student Regent Hiring Committee member from adequately conducting their duty as a committee member, then the ad hoc committee will uphold their membership on the Student Regent Hiring Committee by a 2-1 vote.

G. Alleged Violations of the SGC Bylaws by a Student Regent applicant

- a. The current Student Regent will oversee the process to handle any alleged violations.
- b. The current Student Regent will form an ad hoc committee to review the alleged violation.
 - i. This ad hoc committee will be comprised of the current Student Regent and two other outgoing or incoming presidents or vice presidents that are not on the Student Regent Hiring Committee and are not applying for the Student Regent position.
 1. A preference will be given to members not from the campus of the alleged violator(s).
 - ii. If the ad hoc committee determines the actions of the Student Regent applicant violated the SGC Bylaws and will deter the Student Regent applicant from adequately conducting their duty as the Student Regent, then the ad hoc committee may remove the Student Regent applicant with a unanimous 3-0 vote.
 - iii. If the ad hoc committee determines the actions of the Student Regent applicant did not violate the SGC Bylaws, or that the violation was technical in nature or minor and will not deter the Student Regent applicant from adequately conducting their duty as the Student Regent, or the committee is divided in its decision, then the ad hoc committee will not disqualify the applicant.
 1. In the event the committee does not disqualify the applicant, committee members shall not use the alleged violation for consideration in the hiring process.

H. Current Student Regent Vacancy

- a. In the event the current Student Regent cannot uphold their duties as described in this section, the SGC Chair will serve as their proxy for the duration of the application, interview, and notification stages of the Student Regent hiring process.

Section 10: SGC Coug Health Fund

A. History and Purpose

- a. The SGC Coug Health Fund shall established as a student-run, student-led initiative to serve all WSU students systemwide.
- b. The principal of this Fund shall be used to develop student engagement and student-driven programming for both undergraduate and graduate students.
- c. All activity shall be focused on mental well-being and violence prevention. Not limited, but giving preference to student training and development, student-driven awareness campaigns, educational programming, and sponsorship of registered student organizations.
- d. The SGC Coug Health Fund shall follow the directives listed in the Gift Use Agreement.

B. Coug Health Finance Committee

- a. The Student Government Council shall establish a committee, known as the Finance Committee, with the purpose of reviewing and managing funding requests for the SGC Coug Health Fund.
- b. The Finance Committee shall consist of 1 (one) representative from each campus and an advisor.
 - i. Each member shall hold one (1) vote, except for the advisor who shall be a non-voting ex-officio member.
- c. Each year, a neutral third party shall be designated as the Finance Committee Chair.
 - i. The Finance Committee Chair shall be responsible for collecting submissions and bringing them to the Finance Committee.
 - ii. The Finance Committee Chair shall be a non-voting ex-officio member.
 - iii. The Finance Committee Chair and advisor may be the same person.
- d. The finance committee shall review all requests and submit a recommendation to the SGC membership body.
- e. The SGC membership body shall make the final decision on funding approvals.
 - i. Approvals shall require a 2/3 majority vote of the seated SGC membership
- f. Meetings
 - i. The Finance Committee shall establish a schedule of Finance Committee meetings at the first in-person SGC meeting of the academic year.
 - ii. The Finance Committee shall meet no less than once per academic year.
 - iii. Submissions will be accepted and reviewed by the Finance Committee as outlined in the gift use agreement.

ARTICLE III: POWERS

Section 1: Adopt resolutions or position statements on issues related to needs and interest of WSU students.

ARTICLE IV: ETHICS

Section 1: SGC members shall perform their duties, specified or unspecified, in conformance to Washington State University Standards of Conduct for Students.

Section 2: The SGC shall act in conformance to and grant all persons under its jurisdiction the equal protection of the laws of the State of Washington and the United States of America.

Section 3: The SGC shall not pass any resolution restricting the rights of any person or group on the basis of race; religion; gender; age; sexual orientation; gender expression; political ideology; national or ethnic origin; color; creed; physical, mental or sensory disability; marital status; or status as a veteran.

Section 4: No member of the SGC shall offer or use employment with the SGC as a reward for personal service or support.

Section 5: No member of the SGC shall use or offer to use their position within the organization for the purposes of rewarding supporters.

Section 6: No member of the SGC shall take compensation for work not completed as specified in the duties and responsibilities of their position.

ARTICLE V: METHOD OF AMENDING THE SGC BYLAWS

Section 1: Amending of Bylaws

- A. Amending of the SGC Bylaws will be conducted at a meeting (in-person or virtual) of the SGC.
- B. Amendments to the SGC Bylaws must be approved by 2/3 of the present voting members of the SGC at said meeting.