

# REPRESENTATIVE COUNCIL BY-LAWS

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## ARTICLE I - The Legislative Branch

- A. Representative Council
1. Powers/Responsibilities  
Representative Council shall have the power and responsibility to carry out all activities designated to it as described in Article III of the UCSU Constitution.
  2. Chair
    - a. At the first meeting following each election Representative Council shall elect a Chair to run meetings and prepare agendas. The Chair's term is subject to re-election up to three consecutive terms. An Interim Chair may be elected for the summer term.
    - b. The Chair may cast a vote to make or break ties, or at any other time when his/her vote could decide the result of any Representative Council decision, for example, in the case of a two-thirds vote. This vote may be cast only under these circumstances, and may only be cast after the votes of the other Council members have been counted.
    - c. The Chair may impose limits on debate in the form of time allowed to each speaker and/or the number of questions the speaker may ask. A reasonable amount of time must be allowed for each Representative Council member to express his/her views. If no limits are imposed, the Chair may still act to prevent filibuster tactics.
    - d. The chair shall be allowed a maximum of two minutes to speak on any matter before Representative Council immediately prior to the taking of a vote concerning that matter. If she/he wishes to make any additional argument or presentation of evidence, the chair must be surrendered to the Vice Chair, for the duration of discussion and voting on that matter.
    - e. Moving or calling the question on any matter shall not require recognition by the Chair.
    - f. With powers and exceptions as provided herein, the duties, powers, and responsibilities of the Chair shall be as set forth in Roberts' Rules of Order, Revised.
    - g. In the event of a vacancy in the office of the Chair, the Vice-Chair shall assume the duties of the Chair; pending the election of a new Chair, which shall take place at the next regularly scheduled Representative Council.



- b. Secondary Measures include:
    - i. Financial allocations and expenditures, as well as budgets.
    - ii. Policy priorities
    - iii. Resolutions - They shall have two main functions.
      - (a) To support or censure for a specific policy of stance.
      - (b) To serve as directives.  
A resolution may not institute tangible action.
  - c. The conditions for second reading of Secondary Measures is always sufficient when:
    - i. One vote of approval for Secondary Measures is always sufficient when:
      - (a) The measure has been previously passed by the Council.
      - (b) The measure is only part of a bill, which must be approved,.
    - ii. A second reading shall always be required on some Secondary Measures, unless they are introduced as Emergency Measures and pass by the approval of two-thirds or more of Representative Council members present and voting.
6. Council Members Duties
- a. Office Hours - Each Representative Council member is responsible for scheduling four office hours these hours shall be held in the UCSU office..
  - b. Representation
    - i. .
    - ii. Each Representative Council member shall sit on one UCSU Joint Board.
    - ii. Representative Council members shall continuously act as a liaison between students at the University of Colorado at Boulder and other relevant officials.
  - c. Education of Members
    - i. Each newly elected/appointed Council member shall, under the guidance of the Chair or Vice-Chair, be required within three weeks of his/her election/appointment, to meet and have UCSU procedures explained to him/her.
  - d. The Vice-Chair shall distribute a packet to each of the newly elected/appointed members. The packet shall contain Representative Council by-laws.
7. Passage of Legislation
- Passage of Representative Council legislation shall become effective and final upon one of the following conditions being fulfilled:

- a. Signatures being affixed by the Representative Council Speaker and Legislative Council President, within five days of approval by the Representative Council. These signatures must be filed in writing with the Secretary of the Legislative Council.
- b. Six days after approval by the Representative Council, if no veto has been exercised within that time.
- c. Immediately following a two-thirds vote of the Legislative Council to override the Executive veto.

## **ARTICLE II - Representative Council Autonomy**

### **A. Monies**

1. All Representative Council guaranteed monies shall conform to UCSU financial guidelines, particularly with regard to student group or organizational funding.
2. Use of monies shall conform to Federal and State law, the laws of the Regents, and the limitations set forth in the UCSU Constitution.
3. A budget must accompany every bill brought to Representative Council.
4. No group will receive funding for a given event/travel from Representative Council if the group has already received funding from the Council of Colleges and Schools for the same event/travel.
5. Groups applying to Representative Council for funding should reflect the interests of the student body as a whole and those groups focused or based in a specific school or college should apply to the Council of Colleges and Schools for funding.
  - a. A \$1,000 + GAIR cap shall be placed on all allocations to student groups.
  - b. An \$800.00 + GAIR cap shall be placed on all allocations to student groups for travel.

### **B. Travel**

All appropriations for in-state and out-of-state travel from supplemental and guaranteed monies shall be subject to the same limitations as may be set forth by the Student Fee Regulations (Legislative Council by-laws)

### **C. Events/Travel Funding**

1. All funding requests shall be evaluated on the basis of its benefit to the students. Representative Council will sponsor programs, not organizations.
2. Any student group may submit funding requests. The group must have or establish an account in the Student Organizations Finance Office to receive funds.
3. Organizations may receive funding from Representative Council twice per fiscal year, once only for travel.
4. Projects originating from individual UCSU cost centers may receive funding once per fiscal year.

5. In accordance with 50 Legislative Council Bill #1 student groups must submit a written summary in order to receive future funding.
  6. If no written summary is submitted in the two weeks following the proposed event/travel the student group becomes ineligible for funding from Representative Council for one session.
  7. An organization's by-laws must be presented to council before funding can be given ensuring the group conforms to the rules and regulations associated with Federal and State law, the laws of the Regents, and the limitations set forth in the UCSU Constitution and Student Fee Regulation guidelines.
  8. Representative Council reserves the right to curtail funding to a student group if the Council feels the group has applied in an untimely manner. This discretion should carry additional weight when Council passes legislation via special order.
- D. Pre-Funding Requirements
1. The Student Organizations Finance Office must approve all budget requests.
    - a. In order to deal with extraordinary circumstances, Representative Council shall establish an emergency reserve from funds that remain from the previous fiscal year.
    - b. If funds in excess of one thousand dollars remain from the previous fiscal year the Chair shall submit to Representative Council a request as to whether the excess funds shall remain in reserve or if they shall be applied to the next fiscal year.
  2. It is required that the proposal form be properly filled out and submitted to the Student Organizations Finance Office by the scheduled deadline. Following the passage of the deadline the Chair will distribute funding proposals to the members of Representative Council, for the purposes of authoring legislation.
  3. Funding requests shall be heard as outlined in I.5.a.b.c.
- E. Additional Sources
- All events funded by the Representative Council shall be in accordance with the Student Fee Regulations.

### **ARTICLE III - Approval and Amendments**

- A. Amendments  
A two-thirds vote of the entire Representative Council shall be required for approval and/or amendments of these by-laws.
- B. Override by-laws

A unanimous positive vote of the entire Representative Council shall be required to over-ride the Representative Council By-laws.

#### **ARTICLE IV – Miscellaneous**

- A. Legislation  
All legislation must:
  - a) Be submitted to the Chair no later than Wednesday at noon before the next regularly scheduled Council meeting.
  - b) Have a sponsor who is a Representative Council member.
  
- B. All Representative Council members shall dress in Business Casual attired for Representative Council meetings.