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**CONSTITUTION AND BY-LAWS OF
 THE ASSOCIATED STUDENTS OF
 WALLA WALLA COMMUNITY COLLEGE**

CONSTITUTION

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**Constitution of the Associated Students
Of Walla Walla Community College**

Unless designated by a (*) for the Walla Walla Community College Walla Walla Campus and () for the Clarkston Center, this Constitution will include both student bodies.**

Constitutional Precedence

The provisions of this constitution shall govern all charters and constitutions of student organizations of this college and shall take precedence over them in case of conflict. This constitution shall become effective upon adoption by the members of the Associated Student Bodies and the approval of the Board of Trustees, and shall supersede all previous Associated Student constitutions. All standing orders, Associated Student Council recognized constitutions, or legislation of any type in conflict with this constitution shall be void.

Purpose

We, the Associated students of Walla Walla Community College (WWCC), in order to bring about in the students an appreciation and understanding of democratic values and process through participation in student government and to develop in the students free expression and a realization of their rights: to provide a means to convey and interpret student attitudes and opinions to the teaching faculty and the college administration and further, to provide a means whereby adult social responsibilities can be developed in the students by a maximum of self-control and self-direction in all areas of student life, do hereby adopt and establish the following constitution.

ARTICLE I: NAME

The name of this organization shall be the Associated Students of Walla Walla Community College, hereafter referred to as ASWWCC. The students of the ASWWCC shall hereafter be known as the Associated Student Body (ASB).

ARTICLE II: ORGANIZATION

The government of the ASWWCC shall consist of two branches: the Executive, which shall be made up by the Executive Council and the Legislative, which shall be made up by the Senate.

ARTICLE III: MEMBERSHIP

All registered students of Walla Walla Community College who hold a current ASWWCC card shall be members of this organization with all rights, privileges, and responsibilities granted in the Constitution.

ARTICLE IV: PARLIAMENTARY AUTHORITY

1. The parliamentary authority of this organization shall be the most current revision of *Robert's Rules of Parliamentary Procedure*, except in such cases as are covered by the bylaws of this constitution or by special rules adopted by the Associated Student Body.
2. All meetings of all organizations and agencies established by this constitution shall be conducted under *Robert's Rules of Parliamentary Procedure*.
3. The parliamentarian for the Associated Student Senate shall be a member of the Student Senate and shall be elected by a majority vote of the Senate. The parliamentarian does not have a vote in the Student Senate and is required to attend all Associated Student Senate meetings.
4. The President of the ASB shall appoint a parliamentarian pro-tem in the absence of the parliamentarian.

ARTICLE V: ELECTIONS

1. Eligible voters shall consist of all registered students at Walla Walla Community College, provided they have a valid identification card or current quarter's registration receipt. Faculty, Administrators and Classified Staff are also eligible to vote.
2. The procedure of elections shall be set forth in the bylaws.

ARTICLE VI: ASWWCC EXECUTIVE BODIES

1. The executive authority of the ASB shall be vested in the offices of President, Executive Vice-President*, Business Vice-President, Activities Vice-President, and their Executive Assistants.
2. There shall be (four*) (three **) Executive Assistants appointed each year by the Associated Student Senate.
3. The duties and regulations of the Executive Council and Executive Assistants shall be set forth in the bylaws.

ARTICLE VII: LEGISLATIVE BODIES OF ASWWCC

1. The legislative authority of the ASB shall be vested in the Associated Student Senate.
2. The duties and regulations of the legislature shall be set forth in the bylaws.

ARTICLE VIII: INITIATIVE, REFERENDUM AND RECALL

1. The Associated Students shall have the right of initiative and recall and shall have the right of referendum.
2. The procedure of initiative, referendum and recall shall be set forth in the bylaws.

ARTICLE IX: COMMITTEES

1. The standing and special committees as required of the Associated Students shall be designated in the bylaws.
2. The bylaws shall also set forth the purpose and membership of such committees.

ARTICLE X: AMENDMENTS

1. Amendments to this constitution and bylaws shall be proposed by either a two-thirds (2/3) majority of the Associated Student Senate or by a petition presented to the Executive Council containing the signatures of at least 100 members of the ASB.
2. The constitution shall be amended by a majority of the votes cast by the members of the ASB on both campuses, who vote in a general or special election and the approval of the Board of Trustees of Walla Walla Community College.
3. A proposed constitutional amendment shall be included on the ballot at the next general or special election after its proposal or presentation.
4. Amendments to the bylaws shall be submitted to the Associated Student Senate for approval and shall pass upon a two-thirds (2/3) majority vote of the seated body.
5. Approved constitutional and bylaws amendments shall be incorporated into this constitution and the bylaws to which they refer.

ARTICLE XI: CLUBS AND ORGANIZATIONS

Any group within the ASWWCC desiring to organize a club or organization must seek recognition from the Executive Council after meeting the qualifications set forth in the bylaws.

ARTICLE XII: FUNDS

The allocation process, description of the Service and Activity Fee Committee and Clarkston Sub-Committee, and the process therein shall be set forth in the bylaws.

**ARTICLE XIII:
WASHINGTON ASSOCIATION OF COMMUNITY COLLEGE STUDENTS (WACCS)**

1. The Executive Vice-President* of the ASWWCC and a representative from the Clarkston Campus will represent the Associated Students in WACCS.
2. The Executive Council may appoint, with the Associated Student Senate approval, an individual to monitor meetings of WACCS. The appointed individual may never vote or state what stand our campus has on issues unless two-thirds (2/3) of the Student Senate gives its express approval. Voting will be limited to specific items to be decided on by the WACCS where WWCC's vote and/or opinion is desired.

**BY-LAWS
OF
THE ASSOCIATED STUDENTS OF
WALLA WALLA COMMUNITY COLLEGE**

ARTICLE I: ELECTIONS

SECTION 1: Executive Officer Elections

1. The election for the Executive Council Officers shall be held on the (Wednesday and Thursday*) (Wednesday**) of the sixth week of spring quarter, from 9 a.m.-5 p.m.
2. The names of the candidates for the officer positions shall appear on the ballot if all other requirements set forth by the policies and procedures of the ASWWCC constitution are met.
3. All candidates must sign an application informing the ASWWCC of their intent to be enrolled at WWCC for the duration of their term in office.
4. The election board shall post the names of all the candidates in all the buildings where students have access, within one week after the applications are due.
5. Candidates for the office of President, Executive Vice-President*, Activities Vice- President and Business Vice-President shall be members of the Associated Student Body, shall have completed one quarter in residence at the time of nomination, shall have and maintain a minimum cumulative grade point average of 2.5 and shall have completed a minimum of twenty-four (24) credit hours at the end of the spring quarter of his/her nomination, except the candidates of President and Executive Vice-President* who shall have completed a minimum of thirty-six (36) credit hours at the end of the spring quarter of his/her nomination.

SECTION 2: Application

1. The election board shall advertise open positions and date of the election in all buildings where students have access.
2. Applications will be available in the ASB office the first day of spring quarter.
3. Applications must be returned to the ASB office on the date set forth by the election board.
4. The Parliamentarian shall validate the applications of the candidates within two (2) school days after the date due.

5. The Parliamentarian shall notify every candidate orally and in writing of the results of the validation process.

SECTION 3: Voting

1. There shall be (two*) (one**) polling sites on campus. (One located in the main building and one in the technology building*) (In the main lobby**).
2. During elections secret ballots shall be used, with a space available for write-in candidates.
3. No person shall vote before presenting proof that they are a current member of the ASWWCC or a faculty/staff member of WWCC as defined by the ASWWCC constitution.

(1) Proof will be either a valid Student ID card or other form of photo ID (i.e. Drivers License).

4. No proxy votes shall be permitted

SECTION 4: Election Results

1. The ballots shall be counted on WWCC campus.
2. There shall be at least two members of the Executive Council present at the counting of the ballots.
3. Candidates shall be notified within twenty-four (24) hours of the results being tallied.
4. The candidate receiving the most votes for each position shall be considered elected to the office for which he/she applied. In the case of a tie, there shall be a run-off held not earlier than five (5) days after the general election.
5. The newly elected officers shall hold office from the end of the spring quarter in which they were elected until the end of the following spring quarter.
6. All questions concerning elections shall be presented to the Election Board in writing within five (5) school days following the election.
7. All disputes or irregularities shall be decided by the Election board and shall be subject to appeal by the Vice-President of Student Services.

SECTION 5: Election Campaigning Rules

1. All Candidates must operate within their campaign budget.

2. Each Candidate shall have a maximum campaign budget of one hundred (\$100.00) dollars of personal money.
3. Campaign materials shall only be posted in designated posting areas.
4. No campaigning shall begin until the date set forth by the election board.
5. All campaign material shall be taken down the end of the sixth (6th) week of spring quarter by 5:00 p.m.
6. There shall be no campaigning within 25 feet of the polling stations.

ARTICLE II: EXECUTIVE COUNCIL

SECTION 1. Roles and Responsibilities

1. Staffing the polling places and tabulating the results, for ASB elections.
2. Assisting in planning, organizing and presenting information at the student orientation in the fall quarter of each year.
3. Planning, organizing and implementing a Spring Retreat each year for the incoming ASB Officers.
4. Gathering information and ideas for the planning of the subsequent year's student handbook.
5. Executive Council Officers, Executive Assistants and Associated Student Senate Representatives are required to pass a minimum of twelve (12) credit hours per quarter.
6. Executive Council Officers are required to be in the ASB Offices a minimum of one (1) hour a day. It is recommended that they work a minimum of ten (10) hours a week for the ASB.
7. Executive Council Officers, Executive Assistants and Associated Student Senate Representatives are required to attend all Associated Student Senate meetings. Three unexcused absences per quarter may be grounds for impeachment or expulsion by a two-thirds (2/3) majority approval of the Student Senate.
8. Executive Council Officers may not enroll in more than eighteen (18) credit hours a quarter without expressed approval of the Associated Student Senate.
9. Members of the ASB Executive Council shall not hold offices in any other WWCC clubs or classes.

SECTION 2. President

The ASB President shall preside over all meetings of the Executive Council and joint meetings with the Associated Student Senate. The President shall make all appointments subject to the approval of the Executive Council and/or the Associated Student Senate unless otherwise provided for in this constitution and its by-laws to include the appointment of members to vacancies within the Executive Council. All appointments must meet election code criteria and be approved by a two-thirds (2/3) majority vote of the ASB Senate. The President shall be an ex-officio (nonvoting) member of the Associated Student Senate and committees, with the exception of the Executive Council, or in the occurrence of a tie. The President shall be the official representative of the Associated Student Senate and the Executive Council.

SECTION 3. Executive Vice-President*

The Executive Vice-President* shall assist the President in his/her duties and shall temporarily assume the duties of the President in his/her absence. His/Her most important duty is to involve more people in student government. He/She is to keep up-to-date and precise records of each club's officers and all people in Student Government (i.e. names, phone numbers, etc.). The Executive Vice-President* is a student representative on all school committees (i.e. Washington Association of Community College Students, Curriculum Committee, Graduation Committee, etc.).

SECTION 4. Activities Vice-President

The Activities Vice-President shall be responsible for the activities program. He/She shall nominate candidates to the Activities Committee. He/She shall also be responsible for promoting Walla Walla Community College to high school seniors in District 20. The Activities Vice-President shall be responsible for posting announcements on the inside reader boards, and for assisting clubs with publicity.

SECTION 5. Business Vice-President

The Business Vice-President shall be responsible for all financial matters of the ASWWCC, and shall act as financial advisor to all subsidiary organizations of the ASWWCC. The Business Vice-President shall maintain in an efficient manner all financial records of the ASWWCC and shall submit a financial report to the Executive Council and the Associated Student Senate at the termination of each academic quarter or at their request. The Business Vice-President shall prepare the ASWWCC budget with the aid of the Service and Activities Fee Committee. The Business Vice-President must have experience and/or training in bookkeeping and accounting, which are necessary to effectively manage the student budget. They will also be responsible for monitoring each club account balance and notifying the club advisor of an imminent negative balance. (He shall also temporarily assume the duties of President in his absence**.)

SECTION 6. Compensation

See ARTICLE V in these by-laws.

ARTICLE III: EXECUTIVE ASSISTANTS

SECTION 1. General Information

1. Persons interested in seeking an Executive Assistant position should contact the Director of Student Activities, the Executive Council or members of the Associated Student Senate.

SECTION 2. Requirements

1. Applicants will be screened by the Executive Council. The Executive Council will then hire the candidate(s), which they feel have the best qualifications. The minimum cumulative grade point average for Executive Assistants shall be 2.5.

SECTION 3. Compensation

1. See ARTICLE IV in these by-laws.

SECTION 4. Duties and Responsibilities

1. To assist the Executive Council officers and the Associated Student Senate in the implementation of goals and objectives.
2. To assist in planning, organizing and scheduling of activities and related publicity.

ARTICLE IV: COMPENSATION FOR ASWWCC EXECUTIVE COUNCIL MEMBERS

SECTION 1. Executive Council

1. The ASWWCC Executive Officers shall receive quarterly the equivalent of a full-time, in-state, student tuition, upon two-thirds (2/3) ratification by the Associated Student Senate that the Officers have successfully upheld their duties during the previous quarter.
2. ASWWCC Executive Officers must submit a form summarizing their performance and activities of the preceding quarter to the Student Senate. The Senate must approve by a two-thirds (2/3) majority vote any funds which will be awarded to the Officers.

SECTION 2. Executive Assistants

At the end of every quarter, the Executive Council and the ASB Advisor shall hold a closed meeting to evaluate performance of the Executive Assistants. The Executive Council *may* recommend that:

- a. duties be reassigned;
- b. a student Executive Assistant be requested to resign;
- c. a student Executive Assistant be reimbursed up to one-half (1/2) of the last quarter's in-state, full-time student tuition;
- d. student(s) be nominated to receive Outstanding Student Awards.

ARTICLE V: ALLOCATION OF MONEY

SECTION 1. Service and Activities Fee Committee (S & A Fee Committee) Budget

Each ASB sponsored activity (i.e. service clubs, activity clubs, the Clarkston Center, and intercollegiate athletics) shall submit a budget to the S & A Fee Committee spring quarter. The S & A Fee Committee shall then appropriate the amount they deem necessary for the club to function during the next year.

SECTION 2. ASB Accounts

All S & A Fee revenue shall be expended through ASB accounts (see the *Walla Walla Community College Associated Student Body Financial Code Book* for a listing of ASB accounts).

SECTION 3. Expenditures

1. Expenditure of funds is allowed by all ASB funded clubs and organizations, as they see fit, as long as expenditures remain within State, College, and ASB guidelines.
2. The ASB President and the Business Vice-President may allocate non-budgeted expenditures of amounts up to one hundred (\$100.00) dollars.
3. The Executive Council of the ASB may authorize non-budgeted expenditures of up to five hundred (\$500.00) dollars.
4. Authorization for non-budgeted expenditures over five hundred (\$500.00) dollars must be approved by the Associated Student Senate with a two-thirds majority vote.
5. In order for due consideration of non-budgeted expenditures of over five hundred (\$500.00) dollars, requests will be submitted to the Associated Student Senate at one meeting, with

the deciding vote of approval or denial of the expenditure taking place at the next scheduled Senate meeting.

SECTION 4. Carrying Over of Funds

1. All student account ending balances will be carried forward to the next fiscal year and credited or debited to the same account.
2. If a club, or any other account, is discontinued, the current balance of said account shall be transferred to account #ST-34 (Campus Improvement*) or (ST-03**).
3. The balance of all revenue accounts shall be transferred to account #ST-34 at the end of each fiscal year. The balance of account #ST-19 (Clarkston Vending) shall be transferred to account #ST-03 (Clarkston Activities) at the end of each fiscal year.

SECTION 5. Account #ST-34

Account #ST-34 shall be used only for unforeseen and critically important items or expenditures as approved by a two-thirds majority approval of the Associated Student Senate and the approval of the Vice-President of Student Services.

ARTICLE VI: THE SERVICE AND ACTIVITY FEE (S & A FEE) COMMITTEE

SECTION 1. Members

1. The student members of the S & A Fee Committee shall include: The ASB President, the Executive Vice-President*, Business Vice-President, six (6) students from the Student Senate, and one (1) student at large.
2. The Service and Activity Fee Committee shall also include: The Director of Student Activities, The Vice-President of Student Services, and a member of the business office.

ARTICLE VII: THE CLARKSTON CENTER SUB-COMMITTEE

1. The Clarkston Center Sub-Committee will be responsible for the budgeting of Clarkston Center Clubs and Activities accounts.
2. The members of this committee are as follows: The Executive Council Officers of Clarkston Center, with the President serving as the chairman, one student at-large, and the Clarkston ASB Advisor.
3. The President is responsible for reporting back to the Service and Activity Fee Committee with their budget for final approval.

**ARTICLE VIII:
LEGISLATIVE BODIES OF ASSOCIATED STUDENTS OF
WALLA WALLA COMMUNITY COLLEGE**

SECTION 1. Voting Members

1. The voting members of the Associated Student Senate shall be the Executive Vice-President*, Activities Vice-President, Business Vice-President, of the Associated Students, and Executive Assistants and Club Representatives. The President shall vote in the occurrence of a tie.
2. Each voting member shall be entitled to only one (1) seat at any Associated Student Senate meeting.

SECTION 2. Student Senate Candidates

Candidates for Associated Student Senate shall be members of the ASB, shall be full-time (at least 12 credits) students while in office, and shall have a minimum cumulative grade point average of 2.25 at time of nomination.

SECTION 3. Impeachment

1. An impeachment measure may be moved against any member of the Associated Student Senate or Executive Council by petition of two-fifths (2/5) of the membership of the Associated Student Senate. Conviction shall require two-thirds (2/3) of the tabulated vote of the ASB Senate.
2. An impeachment measure moved against any member shall disqualify them from participating in voting in their impeachment proceedings.
3. The impeachment hearing must be held within one (1) week of the passage of the motion for impeachment.
4. Grounds for impeachment will be for non-performance of the duties of office, or by violation of the Student Code of Ethics of the ASWWCC.
5. A Student Conduct Committee will be appointed by the ASB President to preside over all impeachment hearings.
6. ASB approves the grounds for impeachment by a vote of two-thirds (2/3) of the total current Senate membership, then the accused shall be put on suspension and all voting privileges will be revoked. The vacancy shall be filled in the manner prescribed in this Constitution. At this time the accused may make an appeal within one week to the Student Conduct Committee or waive the appeal and submit their resignation. If no appeal or waiver is submitted, the accused shall immediately be removed from office. Anyone resigning, removed or impeached from ASB due to: allegations, failing to execute duties, or misconduct may not return to the Senate at any time. Any member, who is pronounced guilty, shall have the right to appeal within one (1) week. All appeals shall be typed, signed by the accused and delivered to the Student Conduct Committee Chair. If the accused waves the appeal, they shall submit their resignation with one (1) week to the ASB president.

ARTICLE IX:

WALLA WALLA COMMUNITY COLLEGE CLUBS AND ORGANIZATIONS

SECTION 1. Senate Seats

1. Each club, which has been approved by the Executive Council, shall have one (1) Student Senate Representative in the Associated Student Senate, providing the club has seven (7)*, ten (10)** active members. Clubs not having enough active members must be approved yearly by the Student Senate through a majority vote.
2. Each club will be required to have a constitution and/or goals.
3. Each club is required to have an advisor. The advisor must be a member of the school faculty or staff.
4. Any new club wishing to have a voting seat in the Associated Student Senate is required to have been in existence (active) for a minimum of five successive weeks, including attendance at five successive Student Senate meetings.

SECTION 2. Missing Meetings

Missing three (3) Associated Student Senate meetings in one (1) quarter forfeits all voting rights, as well as the ability to spend the ASB monies, until five (5) successive meetings have been attended.

ARTICLE X: LEADERSHIP AWARDS

SECTION 1. Amount of Awards

1. The number of awards given at the end of each quarter shall be decided by the Executive Council.
2. The amount of the Awards shall be one hundred (\$100.00) dollars.

SECTION 2. Candidate Guidelines

1. Voting members of the Executive Council shall be excluded.
2. Candidates shall exhibit enthusiasm and shall participate in school activities.
3. Candidates shall have, at the time of the award, a minimum 2.5 cumulative grade point average, with the exception of incoming freshmen, fall quarter.
4. Candidates shall have exhibited a willingness to sacrifice their personal time to participate in the planning and organizing of school activities.
5. Candidates will be selected by the Executive Council.

ARTICLE XI: STANDING COMMITTEES

SECTION 1. Membership

Committee membership shall be filled by appointment of the Executive Council, subject to ratification by the Associated Student Senate by majority vote.

SECTION 2. Qualifications

Appointees to standing committees, formed in the fall quarter, and the student membership of joint committees shall possess the same qualifications as noted in section 2 of Article VIII of these by-laws, under Legislative Bodies of ASWWCC, provided that the freshmen members of the standing committees shall not be bound by such cumulative grade point qualifications.

SECTION 3. Responsibilities

The standing committees and the student membership of joint committees shall be responsible to the Associated Student Senate and shall be administered by the Executive Council.

SECTION 4. Purpose

The purpose of the standing committees is to work toward achieving goals that have been recognized by the Executive Council or Student Senate.

SECTION 5. Types of Standing Committees

1. College Council: Meets Monthly (ASB President or designee). Board of Trustees agenda is created, other college-wide issues discussed.
2. Professional Development: Meets quarterly or more often (one ASB Representative). Faculty professional development is discussed and approved.
3. Tenure Review: Meets fall and winter quarters (one (1) ASB Representative). Faculty evaluations are reviewed and tenure or non-tenure recommendations are made.

4. Dismissal Review: Meets as needed (one (1) ASB Representative). Recommends retention or dismissal for cause.
5. Legislative: Meets about once a quarter (one (1) ASB Representative). Discussion of legislative issues including tuition, capital, budgeting and community college issues (often with our state representatives).
6. Affirmative Action Council: Meets about once a year (one (1) ASB Representative). Committee reviews affirmative action goals, accomplishments, etc.
7. Title IX: Meets about once a year (one (1) ASB Representative). Committee handles Title IX reports and complaints.
8. Graduation: Meets twice a month during late winter quarter and all spring quarter (open to all ASB students). Committee approves graduation plans, schedules, details, etc.
9. Curriculum Committee: Meets monthly or more often (one (1) ASB Representative). Recommendations on new courses and degrees, and reviews curricula.
10. Service and Activity Fee Committee: Meets during late winter quarter and spring quarter. Discusses and budgets Service and Activity Fee revenue.
11. Activities Committee: Meets weekly (open to all ASB students). Plans and organizes student activities.
12. Nominating Committee: Meets as needed to nominate students for elected or appointed positions.

ARTICLE XII: SPECIAL COMMITTEES

SECTION 1. Members

1. A Special Committee shall consist of three (3) members from the student population and two (2) from the faculty/ staff, who shall be selected by the Executive Council and the Director of Student Activities.
2. The committee will choose one (1) member to act as committee chairperson. The chairperson will report to the Executive Council.

SECTION 2. Responsibilities

The committee will review the case in question and decide the results by majority vote. The decision will be presented to the Executive Council and the Director of Student Activities.

SECTION 3. Types of Special Committees

Special Committees are formed as needed and often consist of the following: Tutorial Committee, Safety Committee, Constitutional Committee, Recall Committee, etc.

ARTICLE XIII: INITIATIVE AND REFERENDUM

SECTION 1. Filing of a Measure

If any legal voter or organization of legal voters of Walla Walla Community College desires to petition the Associated Student Senate to enact a proposed measure, or to submit a proposed measure to the people, or to the order that a referendum of any act, or any part thereof, passed by the Associated Student Senate be submitted to the students, they shall file in the offices of the Executive Council five (5) printed or typewritten copies of the measure proposed, or the act or part thereof on which a referendum is desired, accompanied by the name and address of the author(s), and by an affidavit that the author(s) (if an individual) is, or that the members of the proposing group (if an organization) are legal voters.

SECTION 2. Filing Initiatives

Initiative measures proposed to be submitted to the students must be filed with the Executive Council within two months prior to the election at which they are to be submitted, and the petitions, therefore, must be filed with the Executive Council not less than one (1) month before the next general election.

SECTION 3. Petition for Referendum Form

Petitions ordering that acts or part of acts passed by the Associated Student Senate be referred to the students at the next ensuing election is available in the ASB offices.

SECTION 4. Number of Signatures

The person or organization proposing any initiative measure shall secure upon any such initiative petition the signatures of legal voters equal in number to or exceeding 100 members of the whole number of legal voters.

SECTION 5. Time for Submitting Initiative or Referendum Petitions

1. A referendum petition ordering and directing that the whole or some part or parts of an act passed by the Student Senate be referred to the students for their approval or rejection at the next ensuing general election or a special election ordered by the Student Senate, must be submitted not more than ninety (90) days after the final adjournment of the session of the Student Senate in which passed the act.
2. An initiative petition proposing a measure to be submitted to the students for their approval or rejection at the next ensuing general election must be submitted not less than two months before the date of such election.

SECTION 6. Grounds for Refusal

1. The petition is not in proper form.
2. The petition clearly bears insufficient signatures.
3. The time within which the petition may be filed has expired.
4. In the case of refusal, the Executive Council shall endorse on the petition the word "submitted" and the date, and retain the petition pending appeal. If none of the grounds for refusal exist, the Executive Council must accept and file the petition.

ARTICLE XIV: RECALL

SECTION 1. Initiating Recall Proceedings-Statements-Contents-Verifications

1. Prior to initiating a recall petition of any elective public officer of Walla Walla Community College, the student, committee or organization intending to initiate the recall shall first contact the Director of Student Activities with notification of the intent, providing a printed or typewritten charge, reciting that such officer, naming the elective public officer and giving the title of the office, has committed an act of malfeasance while in office. The charge shall state the act or acts in concise language, without unnecessary repetition.
2. The Director of Student Activities, together with the Executive Council of the ASB, shall within five (5) working days select a Special Committee to investigate the validity of the charge.
3. This committee shall follow the guidelines set forth by Special Committees and within five working days report to the Executive Council and the Director of Student Activities its findings.
4. That within five (5) days from the time the Special Committee submits its findings to the Executive Council and the Director of Student Activities, the Director of Student Activities shall notify the student, committee or organization intending to initiate the recall, the findings of the special committee as to the validity of the charges.

SECTION 2. Invalid Petition

Should the Special Committee determine the charges on the proposed recall petition to be invalid, then the student, committee or organization may still pursue the recall provided the Special Committee's findings are published and distributed, together with the petition for recall, within five days following the date the Executive Council and Director of Student Activities have received the Committee's report.

SECTION 3. Valid Petition

Should the legal vote or committee or organization of Walla Walla Community College determine to pursue the recall petition, they shall then prepare a printed or typewritten charge reciting that such officer, naming the officer and giving the title of the office, has committed an act of malfeasance while in office. The charge shall state the act or acts complained of in concise language, without unnecessary repetition. The charges must remain the same as those filed with the Director of Student Activities and the Executive Council and referred to the Special Committee. The charges shall be signed under oath that they believe the charge or charges to be true. The Special Committee's finding on each charge alleged in the recall petition shall be included in the signed recall petition.

SECTION 4. Recall Petition Form

Upon being notified of the language of the ballot synopsis of the charge, the persons filing the charge shall cause to be printed for the recall and discharge of an officer a petition which is available in the ASB office.

SECTION 5. Where to File a Petition

1. The recall petition shall be filed in the office of the Director of Student Activities and Executive Council.
2. The petition shall be filed with both the President and the Executive Vice-President* of the ASB, with a copy provided to the Director of Student Activities.

SECTION 6. Number of Signatures Needed

When the person, committee, or organization demanding the recall of an ASB officer has secured sufficient signatures upon the recall petition they may submit the same to the ASB President or the Director of Student Activities. The number of signatures required shall be one-hundred (100) qualified voters.