
BY-LAWS 1300-1399

MISCELLANEOUS

1300 - ASO COMMITTEES *(Approved on November 4, 2004 and takes effect on November 14, 2004)*

Section 1 – ASO Standing Committees

- A. Standing Committees are non-terminating committees that meet year round to discuss matters pertaining to the Senate and the ASB. Each Standing Committee addresses all topics that relate to that Committee.
- B. Standing Committees shall be comprised of ASB members and in some cases, college personnel. Standing Committees are chaired by members of the Senate. All Standing Committees shall have at least one chair. Membership in Standing Committees shall terminate at the end of the spring semester.
- C. Chairs may vote in all motions.
- D. Majority shall be the minimum vote to pass all legislation in committees.
- E. A Standing Committee shall be established if it meets the criteria of subsection A and if its purpose has not been covered or clarified by the constitution. A Standing Committee will be activated once it is ratified by the Senate and its leadership, powers and purpose is defined within this by-law.
- F. The Chairs of all committees shall have the power to establish subcommittees to do focused work on a specific topic or concern.
- G. In the event of vacancy within the leadership of any committee, the President shall appoint an officer to fill that position.
- H. All ASO Standing Committees are as follows:
 - 1. **ASO Finance Committee.** The Finance Committee shall be chaired by the Director of Finance and shall address all matters pertaining to the budget and finance of ASO. The Finance Committee is governed by board policy.
 - 2. **ASO Website Committee.** The Website Committee shall keep the official ASO Website maintained and up to date. Members of this committee including the Chairs shall be appointed by the president based on expertise and commitment to the ASO Website.
 - 3. **ASO Fundraising Committee.** The ASO Fundraising Committee shall strive to meet fundraising goals outlined by the Director of Finance. Chairs of this committee will be appointed by the President, based on their commitment and expertise.
 - 4. **ASO Policy Committee.** The Policy Committee's Chair(s) shall be appointed by the President. This committee shall research, compile, draft and present all resolutions to the Senate for debate and ratification. The Committees of Internal and External Policy shall be sub-committees of the Policy Committee.
 - 5. **ASO Activities Committee.** The Activities Committee's Chair(s) shall be appointed by the President. This committee shall plan all ASB functions.

Section 2 - ASO Special Committees

- A. A Special Committee (or, ad-hoc committee) is a committee that is formed to address a specific issue or a certain problem. After a resolution has been reached, the Special Committee shall be adjourned.
- B. Special Committees may be assembled by the President with Senate approval.
- C. Special Committees shall be comprised and chaired by members of the ASB.
- D. Chairs of Special Committees shall be appointed by the President with Senate approval. Each Special Committee shall have at least one Chair.
- E. The Elections and Special Elections Committees shall follow the guidelines in By-Law 703 and 704, respectfully. Although these committees are both Special Committees, the nature of their business differs from that of traditional Special Committees.

Section 3 - Campus Committees and ASO

- A. The sole purpose as the ASO is to be the representative and advocate for the Student Body to the El Camino College Administration. Therefore, it is imperative that all Campus Committees be given the attention of the Senate.

- B. A Campus Committee is comprised of campus officials, faculty members, union members, and members of the student body. One student is delegated by the Senate to serve on that committee.
- C. The delegated student committee member shall be a member of ASB and shall be appointed to serve by the President and ratified by the Senate. The voting status of the student delegate shall be determined by the procedures of the campus committee.
- D. In the event that the delegate cannot make a meeting, they shall have appointed alternates to sit in their place. An alternate or alternates shall be appointed by the President and ratified by the Senate.
- E. In the event that the delegate and their alternate(s) cannot make a meeting, the President shall have the power to appoint any member of ASB to sit on that committee as a voting member for that meeting only.
- F. Any delegate shall have the power to create an Advisory Committee as a counterpart to the Campus Committee to serve on. This does not require any appointment or Senate ratification.