CONSTITUTION OF THE ASSOCIATED STUDENTS
OF RIO HONDO COLLEGE

PREAMBLE

We, the Students of Rio Hondo College, to promote our intellectual and social development through student activities while fostering a spirit of unity among ourselves, our faculty, our staff and our administration; and to seek the continuous growth and development of the college within a framework of college-community relations, do hereby establish this Constitution and assume the powers and cooperative responsibility of self-government delegated to us by the President of the College and the Board of Trustees of Rio Hondo Community College District

ARTICLE I - ORGANIZATION

Section 1: The name of this organization shall be the Associated Students of Rio Hondo College, hereinafter referred to as the ASRHC.

Section 2: The mascot of the ASRHC shall be the Roadrunner.

Section 3: The official colors of this organization shall be black and gold.

Section 4: The ASRHC shall be composed of one governmental body: The Senate

ARTICLE II - SENATE

Section 1: The executive and legislative powers of the ASRHC shall be vested in the Senate.

Section 2: The elected officers of the Senate shall be the President, Vice President, Treasurer, and eighteen (18) Senators.

Section 3: The Senate shall be chaired by the AS President. The President shall make appointments to form a working cabinet upon ratification of a simple majority by the Senate.

Section 4: The Senate shall meet regularly throughout the academic year. Regular attendance at Senate meetings is required of all voting officers. Elected officers shall lose voting privileges after three (3) unexcused absences. Voting privileges shall be resumed upon attendance to three (3) consecutive Senate meetings.

Clause 1: Each elected AS officer shall have one vote on the Senate.

Clause 2: A quorum shall constitute a majority of the AS officers in office at this time.

Clause 3: Meetings of all governmental bodies shall be conducted according to Robert’s Rules of Order, newly revised.

Section 5: Terms of Office:

Clause 1: The term of office for those elected in the Spring shall begin the day after Commencement and end the last day of the following Spring semester.

Clause 2: The term of office for appointed officers shall begin immediately after Senate approval and end the last day of Spring semester.

Revised and Approved Spring 2012
Section 6: Specific duties and responsibilities of all elected and appointed officers shall be enumerated in the bylaws of this constitution.

Section 7: Qualifications for holding office:

Clause 1: The President of the Associated Students shall:

a. Maintain continuous enrollment in nine (9) units of college work at Rio Hondo College during the Fall and Spring semesters.

b. Have and maintain a minimum G.P.A. of 2.5 in all college units completed

c. Have made a payment towards the college student service fee each semester.

d. Have a minimum of twelve (12) units completed at Rio Hondo College at the time s/he takes office.

e. Must enroll in Political Science 190 at least once during term, if offered.

Clause 2: All other elected and appointed officers must meet the same qualifications as the President except for item “d” above.

Clause 3: No student shall run for or hold more than one (1) elected or appointed office at a time

Clause 4: Students currently on academic, progress, or disciplinary probation shall be ineligible to run for or hold any office provided for in this constitution.

Clause 5: The maximum amount of years that a student may participate in AS is three years. No student shall hold the position of Senator for more than two years - whether appointed or elected. No student shall be elected to the same e-board position (President, Vice President or Treasurer) for more than one year.

Clause 6: In the event, where an e-board position becomes vacant, due to unforeseen circumstances, this will not count against a student’s right to run for the same position in the future, as long as it remains within the confines of the three years maximum participation allotted for any student.

Section 8: In the case of permanent disability, ineligibility, or recall of the President, the Vice President shall ascend to the office of President.

Section 9: In the case of permanent disability, ineligibility or recall of the President and Vice President, a special election shall be held in order to fill the vacancies.

ARTICLE III - THE JUDICIAL BRANCH

Section 1: The Judicial power shall be vested in the Supreme Court.

Section 2: Eligibility requirements for Justices shall be the same as those out-lined in Article II-Section 7.

Revised and Approved Spring 2012
Section 3: The Supreme Court shall abide by this Constitution, By-Laws, and all documents recognized as legal by the AS Senate at all times, shall exercise no legislative power, and shall not originate action concerning any grievance.

Section 4: Membership:

A. There shall be one Supreme Court composed of 1 Chief Justice and 4 Justices.
B. Any 3 Justices present shall constitute a quorum.
C. All Justices shall be appointed by the Associated Student President with at least a two-thirds approval of the AS Senate.

Section 5: The Supreme Court shall:

A. Have the power of Judicial Review
B. Render decisions on all violation of Constitution, By-Laws, Policies, and all documents recognized as legal by the Associated Student Senate cases referred by the Advisor.
C. Hear any or all cases regarding the violation of Constitution, By-Laws, Policies, and all documents recognized as legal by the Associated Student Senate. Any decisions rendered by the Supreme Court may be appealed to the Associated Dean of Student Services or designee by the parties involved. In the case of an appealed decision, the Associated Dean of Student Services may reverse, decrease, or uphold the decision of the Supreme Court. The defendant may have further appeal to the Vice President of Student Services of the College, if he or she is not satisfied.

Section 6: Grievances may be presented to the Supreme Court only by members of the Associated Students of Rio Hondo College.

ARTICLE IV - ELECTIONS

Section 1: Any student running for an Associated Students office shall be elected by a plurality vote cast by a secret ballot in the general election or a special election.

Section 2: A general election shall be held in the Spring to elect the President, Vice President, Treasurer, and up to Eighteen (18) Senators. Vacancies in other elected positions may be filled at this election or during the year.

Section 3: The office of Student Life and Leadership shall advertise that applications for elected offices are available at least five (5) school days prior to the deadline. Applications shall be filed with the Student Life and Leadership Office. Verification of the eligibility of the candidates will be the responsibility of the Associate Dean of Student Life and Leadership Office.

Section 4: Campaigning shall be at least ten (10) school days prior to the election.

Section 5: The policies and procedures of AS elections shall be enumerated in the by-laws of this constitution.

Section 6: Any vacancy which occurs among any elective or appointed office (except as outlined in Article II, Section 8 and 9) shall be filled by AS Presidential appointment upon ratification of the Senate by a two thirds (2/3) vote.

ARTICLE V - FINANCES

Revised and Approved Spring 2012
Section 1: The Finance Committee shall be composed of the President, Vice President, Treasurer, two (2) Senators, and the Advisor.

Section 2: The Finance Committee shall submit a budget, for Senate approval, no later than the 4th week of the fall semester.

ARTICLE VI - INITIATIVE, REFERENDUM, and RECALL

Section 1: Initiative: Any member of the student body shall have the right to initiate legislation by submitting to the Senate a petition signed by fifty percent (50%) of the total number of votes cast in the last general election. The Senate must call a special election of the student body to be held within twenty (20) days after receiving the petition. The text of the proposed law shall be published at least seven (7) days prior to the election. A majority of the votes cast shall be required to enact the proposed law.

Section 2: Referendum: Any member of the student body shall have the right to a referendum vote on any measure passed by the Senate. Request for a referendum vote must be made by submitting to the Senate a written petition signed by fifty percent (50%) of the total number of votes cast in the last general election. The Senate must call a special election of the student body to be held within twenty (20) days after receiving the petition. Approval of the referendum shall require a majority of the votes cast.

Section 3: Impeachment and Recall: Any elected officer may be removed from office by the formal impeachment process upon presentation of a petition stating the exact reason(s) for recall, signed by 10% of the students enrolled at Rio Hondo College, as of the 1st census of the previous semester.

Clause 1: Any elected officer of the Senate may present a petition for impeachment to the Associate Dean of Student Services.

Clause 2: A 2/3 vote of the Supreme Court shall be required in order to place the impeached member on a recall ballot.

Clause 3: The Senate must call a special recall election to be held within 15 school days and not before the 7th day after the affirmative impeachment decision. The officer shall be considered recalled by a plurality vote.

ARTICLE VII - AMENDMENTS

Section 1: This constitution may be amended or revised by a two-thirds (2/3) vote of those students voting at a general or special election. The proposed amendment(s) shall be posted in at least five (5) conspicuous places on campus at least ten (10) days prior to the election.

Section 2: An amendment(s) may be proposed by any voting member of the Senate or by a petition signed by five percent (5%) of the students enrolled at Rio Hondo College as of the 1st census of the previous semester.

ARTICLE VIII - AUTHORIZED CAMPUS ORGANIZATIONS

Section 1: All student clubs and organizations of Rio Hondo College must be approved by the AS Senate.

Section 2: Policies and procedures for approval of such organizations shall be enumerated in the by-laws of this constitution.

Revised and Approved Spring 2012
Section 3: Inter Club Council (ICC)

Clause 1: The President or designee of each club or organization shall attend regular meetings of the I.C.C.

Clause 2: The Inter Club Council shall be recognized as the coordinating body between all organizations.

Clause 3: The Inter Club Council shall promote interest and desire among students to join clubs and participate actively in college governance.

Clause 4: The AS Vice President shall chair the ICC meetings.

ARTICLE IX - ADVISOR

Section 1: The AS Senate shall have as their advisor a designee by the Vice President of Student Services.

Section 2: An advisor shall be in attendance of all meetings of the AS Senate, and the Inter Club Council in order for official business to be transacted.

ARTICLE X - RATIFICATION

This constitution becomes effective upon its adoption by the Associated Students of Rio Hondo College.
ARTICLE I
DEFINITION OF BYLAWS

Section 1: A bylaw shall be defined as a set of rules adopted by the ASRHC, which shall be considered a guiding document as part of the ASRHC framework and carries the full weight of legal and regulatory power. Bylaws specify the qualifications, rights, and liabilities of membership and the powers duties and process of impeachment.

Section 2: This document shall apply to all officers from the Executive and Legislative branch whether elected or appointed.

ARTICLE II
MEETINGS & QUORUM

Section 1: The ASRHC Senate Meetings shall be held every Monday at 3:00pm in Student Services 305 unless otherwise noted on the agenda.

Section 2: Meetings shall be canceled on any day that the RHC campus is closed for holidays and during finals week.

Section 3: Meetings may not start unless quorum is met.
   a. Quorum exists when 50% plus one (1) of voting members, including the ASRHC President who votes in case of a tie, are physically present
   b. No voting by proxy is allowed for absent members
   c. Quorum must exist during the entirety of the meeting; once the ASRHC Senate meetings fall below quorum the meeting should immediately be adjourned and all items be postponed to the next available meeting; a vote is not required for this action

ARTICLE III
ATTENDANCE & TARDINESS

Section 1: Attendance at official meetings shall be described as follows:
   a. An ASRHC member is considered to have attended a meeting if they are present for the Executive Board Reports until Unfinished Business in its entirety.
   b. An ASRHC member will be considered absent if they are not present for the aforementioned sections of the agenda. Please see Section 3 for excused or unexcused absences.
   c. An ASRHC member may be considered present, but tardy for meetings. Please see Section 4 for details on Tardiness.

Section 2: Attendance at events and programming shall be described as follows:
   a. An ASRHC member is considered to have attended an event if they are present for the entire shift that they are designated to attend.
b. An ASRCH member will be considered absent if they are more than five (5) minutes late for a shift or leave early when they have more than five (5) minutes left in their shift unless prior approval by both the ASRHC Advisor and ASRHC President is granted.

c. An ASRHC member who is absent is either excused or unexcused. Please see Section 3 for excused or unexcused absences.

d. ASRHC members may not be considered tardy for events; only the absence policy will apply.

Section 3: Absences are defined as excused or unexcused.

a. An excused absence requires a written, hard copy or emailed, notice to both the ASRHC Advisor and President indicating the reason for the absence and must be approved.

b. An unexcused absence shall be defined as failure to submit an approved excuse or sign up and attend a mandatory meeting or event if not present.

c. Absences shall be automatically excused if they are for:
   1) Official ASRHC Business
   2) Officer duties and responsibilities that cannot be taken care of at another time
   3) Documented legal reasons
   4) Documented emergencies and medical reasons

d. Per Article II Section 4 of the ASRHC Constitution, an ASRHC officer shall lose voting privileges after three (3) unexcused absences and require attendance at three (3) consecutive meetings in order to regain voting privileges.

e. ASRHC Officers shall have no more than three (3) total unexcused absences for the duration of their term.

f. Unexcused absences are in direct violation with the duties and responsibilities that ASRHC Officers commit to upon serving the RHC student body; ASRHC Officers may be subject to impeachment for not fulfilling their roles and responsibilities. Please see Article X Grievance and Impeachment Process for further details.

Section 4: Tardiness shall be defined as follows for an official meeting:

a. A tardy shall be defined as arriving after the meeting is called to order and leaving prior to the adjournment of the meeting without prior approval from the ASRHC Advisor and ASRHC President.

b. Tardies shall be automatically excused if they are for:
   1) Official ASRHC Business
   2) Officer duties and responsibilities that cannot be taken care of at another time
   3) Documented legal reasons
   4) Documented emergencies and medical reasons

c. A combination of two (2) tardies shall constitute an unexcused absence.

d. ASRHC Officers shall have no more than three (3) total unexcused absences for the duration of their term.

e. Unexcused absences are in direct violation with the duties and responsibilities that ASRHC Officers commit to upon serving the RHC student body; ASRHC Officers may be subject to impeachment for not fulfilling their roles and responsibilities. Please see Article X Grievance and Impeachment Process for further details.

ARTICLE IV
THE EXECUTIVE BRANCH

Section 1: The Executive Board of the Associated Students of Rio Hondo College (ASRHC) shall consist of the President, Vice-President, Treasurer, Secretary, and Attorney General.

Section 2: The non-voting members of the Executive Branch shall be the Secretary and Attorney General. The President shall only vote in case of a tie. All other Executive Branch members shall be considered members of the ASRHC Senate.
Section 3: The Executive Board shall be responsible for the effective governing, promotion, production, and performance of the Associated Student meetings and activities. It will formulate and administer ASRHC regulations, approved by the Board of Trustees, and otherwise provide for efficient governing of student affairs.

f. Shall have oversight of all branches of the ASRHC including the Legislative and Judicial Branch.

g. Shall have oversight of the Inter-Club Council (ICC) of Rio Hondo College and clubs.

Section 4: The Executive Board meeting shall occur with sufficient time to address any current issue that might concern the ASRHC and allow for the posting of agenda(s) before the posting deadline per California Brown Act.

Section 5: The ASRHC Advisor shall be the Student Life and Leadership Director or designee of the Associate Dean of Student Services who shall serve as an advisory member to the Executive Board.

ARTICLE V
DUTIES AND RESPONSIBILITIES OF THE EXECUTIVE BRANCH

Section 1: The ASRHC President
a. Shall preside over all ASRHC meetings.
b. Shall make appointments to fill any vacancies with a two-thirds (2/3) vote of the Senate.
c. Shall attend all President Office and Foundation events such as Board of Trustee Meetings, Flex Day, and other related functions.
d. Shall have the power to create and dissolve ad hoc committees with a majority vote of the Senate.
e. Shall serve as the Associated Students representative to other organizations off-campus, or shall appoint a designee.
f. Shall serve as the alternate Region 8 Student Senate for California Community College (SSCCC) representative in the absence of the Senator for Legislative Affairs.

Section 2: The ASRHC Vice-President:
a. Shall succeed the President in the event that the President is incapable of performing the duties of the presidency because of permanent disability, ineligibility, or recall.
b. Shall preside over Senate and Executive Board meetings in the absence of the President.
c. Shall serve as Chairperson of the Inter-Club Council
d. Shall be responsible to maintain an open communication between the ASRHC and ICC.

Section 3: The ASRHC Treasurer:
a. Shall coordinate the development of the ASRHC and ICC budget.
b. Shall serve as the Treasurer for the ICC.
c. Shall keep a written account of all finances and process all requisitions for expenditures.
d. Shall keep the ASRHC & ICC Executive Boards advised as to the state of the budget and advise them regarding budget control.
e. Shall serve as Chairperson of the standing Finance Committee.
f. Shall present a budget report to the ASRHC Senate and ICC at every meeting before voting on any agenda items.
g. Shall meet with Advisor or designee to review and update budget on a weekly basis.

Section 4: The ASRHC Secretary
a. Shall be appointed by the President with a two thirds (2/3) vote of the ASRHC Senate.
b. Shall work with a Student Life and Leadership staff designee to prepare and distribute minutes and agendas for all regular and special meetings of the ASRHC Senate and ICC.
c. Shall keep accurate and easily accessible files of all official minutes and records of the ASRHC and ICC via OrgSync.
d. Shall work in conjunction with the Student Life and Leadership Office in all clerical functions related to the ASRHC and ICC.
e. Shall provide the ASRHC with a roster of all members, all members of standing and ad hoc committees, and provide updated rosters as changes are made.
f. Shall keep track of attendance of all ASRHC members at meetings and events and notify the Senate of each member’s voting eligibility as well as infraction list as it pertains to the Committee Chair Policy and Standards of Excellence Policy.
g. Shall post minutes and agendas in the Student Life and Leadership Bulletin Boards located in the Student Union, on the Rio Breezeway, in the Mid Quad, and by the Tech Quad as well as the board in the Administration Building per California Brown Act.

Section 5: The ASRHC Attorney General
a. Shall be appointed by the ASRHC President with a two thirds (2/3) vote of the ASRHC Senate.
b. Shall serve as ASRHC Supreme Court Defense Attorney for all hearings including impeachment hearings
c. Shall serve as legal advisor to the Executive and Legislative Branch in cases of conflict or interpretation of ASRHC guiding documents which include Constitution, Bylaws, Policies and Codes
d. Shall attend ASRHC Executive Board and Senate Meetings.
e. Shall Chair the standing Policies and Procedures Committee.

ARTICLE VI
THE LEGISLATIVE BRANCH

Section 1: All members of the Legislative Branch, along with all voting members of the Executive Branch, shall comprise the ASRHC Senate.

Section 2: All members of the Legislative Branch, regardless of specialization, shall have the same voting rights and responsibilities (i.e. Senators-at-large and Senator Chairs are considered to be on the same level)

Section 3: The ASRHC Senators:
a. Shall attend and participate in all meetings, events and programs sponsored by the ASRHC unless formally excused by the ASRHC President and ASRHC Advisor.
b. Shall serve on committees which include ASRHC and College-Wide Committees as scheduled throughout the academic year.
c. Shall abide by all guiding documents of the ASRHC.
d. Shall make an effort to communicate with the constituents, RHC general student body, and advocate for the constituents at official Senate meetings.

ARTICLE VII
DUTIES AND RESPONSIBILITIES OF THE LEGISLATIVE BRANCH

Section 1: The ASRHC Senator of Campus Engagement
a. Shall serve as the chair of the Campus Engagement Committee
b. Shall work to promote participation in all college-wide events including, but not limited to: athletic events, arts and cultural programming, and various educational programming
c. Shall serve as the primary event coordinator for signature ASRHC events including, but not limited to: Info Booths, Student Appreciation Days/Nights, and Roadrunner Relief Days/Nights
d. Shall seek out opportunities to host additional campus engagement programming

e. Shall actively seek out collaboration with Educational Departments and ICC Clubs

Section 2: The ASRHC Senator of Cultural Diversity

a. Shall serve as the chair of the Cultural Diversity Committee
b. Shall work to promote diversity, inclusion, and expression among RHC students through the implementation of cultural programming
c. Shall serve as the primary event coordinator for Student Life and Leadership/ASRHC Cultural Programming events: Latino Heritage Month, National Coming Out Month, Native American Heritage Month, Black History Month, Women’s History Month, and Asian and Pacific Islander Heritage Month
d. Shall seek out opportunities to host additional cultural and diversity programming
e. Shall actively seek out collaboration with Educational Departments and ICC Clubs

Section 3: The ASRHC Senator of Community Service

a. Shall serve as the chair of the Community Service Committee
b. Shall work to promote social responsibility and service among RHC students through the implementation of service learning activities both on and off campus with particular involvement in the five (5) RHC service areas: 1- El Monte, 2- South El Monte/North Whittier/Avocado Heights, 3- Pico Rivera, 4- East Whittier/Whittier/South Whittier, 5- Los Nietos/Santa Fe Springs/Norwalk.
c. Shall serve as the primary event coordinator for signature ASRHC events including, but not limited to: 9/11 Memorial, Drug and Alcohol Awareness, Blood Drives, Food Drives, various walks, and the ICC Helping Hands program
d. Shall seek out opportunities to host additional community service programming
e. Shall actively seek out collaboration with Educational Departments and ICC Clubs

Section 4: The ASRHC Senator of Legislative Affairs

a. Shall serve as the chair of the Legislative Affairs Committee and the Region 8 Student Senate for California Community College (SSCCC) representative at monthly meetings and General Assemblies
b. Shall work to promote political education and awareness among RHC students through the implementation of legislative events including but not limited to: Region 8 SSCCC meetings and events, presentations of local state and federal legislation that could impact RHC, and RHC Community and Government Relations events
c. Shall serve as the primary event coordinator for signature ASRHC events including, but not limited to: Voter Registration, Election Forums (local, state, and federal), Constitution Day, ASRHC Resolution Information Sessions, and Meet the ASRHC
d. Shall initiate resolutions on behalf of the ASRHC including recommendations in support or against important legislation that could impact RHC
e. Shall actively seek out collaboration with Educational Departments and ICC Clubs

Section 5: The ASRHC Senator of Public Relations

a. Shall serve as the chair of the Public Relations Committee
b. Shall work to promote and market all ASRHC and ICC events among RHC students through the creation of flyers or brochures, communication on social media, press releases, and other such avenues
c. Shall serve as the primary point of contact for El Paisano Newspaper, along with the ASRHC President, to attend and record events of the ASRHC or ICC
d. Shall ensure that all ASRHC and ICC entities are abiding by the RHC Publicity Code
e. Shall publish an ASRHC newsletter at least two (2) times per academic semester

Section 6: RHC Senator of Sustainability

a. Shall serve as the chair of the Sustainability Committee
b. Shall work to promote education and awareness on environmental, economic, and social wellness issues on and off campus

c. Shall serve as the primary event coordinator for signature ASRHC events including, but not limited to: ASRHC Recycling Program, Earth Day Events, Campus Cleanup Events

d. Shall seek out opportunities to host additional sustainability programming

e. Shall actively seek out collaboration with Educational Departments and ICC Clubs

ARTICLE VIII
THE JUDICIAL BRANCH

Section 1: All members of the Judicial Branch shall comprise the ASRHC Supreme Court.

Section 2: Per Article III Section 4 of the ASRHC Constitution, the Judicial Branch shall consist of one (1) Chief Justice and four (4) Justices.

Section 3: Judicial Branch:
   a. Shall attend all meetings unless formally excused by the ASRHC President and ASRHC Advisor.
   b. Are not required to attend ASRHC events, but may do so and log the hours served on their time sheet. Please see the ASRHC Scholarship Policy for more information.
   c. Shall serve on the RHC Grievance Committee, RHC Student Conduct Committee, and ASRHC Policies and Procedures Committee.
   d. Shall abide by all guiding documents of the ASRHC.
   e. Shall make an effort to communicate with the constituents, RHC general student body, and advocate for the constituents at official Senate meetings during public comment.

ARTICLE IX
DUTIES AND RESPONSIBILITIES OF THE JUDICIAL BRANCH

Section 1: Chief Justice
   a. Shall serve as the impartial chair of all ASRHC judicial hearings under the guidance of the ASRHC Advisor
   b. Shall direct all matters of Judicial Review for the Judicial Branch
   c. Shall gather information from the ASRHC Attorney General, ASRHC Advisor, and Justices in order to properly render decisions on all violations of any and all ASRHC guiding documents
   d. Shall ensure that any and all grievances against members of the ASRHC shall be aligned with the ASRHC Constitution and follow the Impeachment Process if applicable.

Section 1: Justice
   a. Shall serve as the prosecuting attorneys or jurors at all ASRHC judicial hearings under the guidance of the ASRHC Advisor
   b. Shall present information to the Chief Justice in order to properly render decisions on all violations of any and all ASRHC guiding documents
   c. Shall ensure that any and all grievances against members of the ASRHC shall be aligned with the ASRHC Constitution and follow the Impeachment Process if applicable.

ARTICLE X
GRIEVANCE & IMPEACHMENT PROCESS
Section 1: Grievances against officers may result in sanctions or impeachment of an ASRHC Officer from any branch of the ASRHC including Executive, Legislative or Judicial Branch.

Section 2: A strict adherence to the Grievance must be followed; the process is as follows:
   a. First Offense of unexcused tardy, unexcused absence or violation of policy shall result in a documented warning from the ASRHC President.
   b. Second Offense of the aforementioned violations shall result in a documented warning from the ASRHC Advisor.
   c. Third Offense of the aforementioned violations shall result in a meeting with the ASRHC Advisor.
   d. Fourth Offense shall result in possible removal of office through a formal impeachment hearing.

Section 2: A strict adherence to the Impeachment Process must be followed; the process is as follows:
   a. Motion of Impeachment
      1) The impeachment process shall begin when an ASRHC agenda item request is submitted by any officer of the ASRHC.
      2) In an official ASRHC Senate meeting the declarer shall provide substantial evidence that the officer in question has not completed their duties as outlined in the ASRHC Constitution & Bylaws, or other guiding documents, and shall be up for impeachment.
      3) At the following meeting, under “Unfinished Business,” the individual up for impeachment shall be given a chance to respond to the accusations.
      4) After hearing the explanations, the ASRHC Senate shall vote to open impeachment with a 2/3 majority vote
      5) If the vote passes then the matter shall be turned over to the ASRHC Judicial Branch and the process shall be completed from there.
   b. The Pre-hearing Process
      1) The ASRHC advisor will notify the accused officer, in writing, of the violations and the time and date of the hearings.
      2) The accused officer will be notified no later than 24 hours after the approval of the motion and this should be stated in the minutes of that meeting.
   c. The Impeachment Hearing
      1) The Impeachment Hearing shall take place with the Judicial Branch, the next available week after the Motion of Impeachment has been approved by the Senate with a 2/3 majority vote
      2) The accused officer has no vote in the Impeachment Hearing.
      3) A Justice shall be selected to author the grievance and serve as the prosecuting attorney for the said hearing; the grievance statement shall be provided to the Chief Justice during a formal hearing.
      4) All other Justices shall serve as impartial jurors for the said hearing.
      5) The written grievance will be read aloud by the Chief Justice followed by the written response of the Accused Officer. If there is no written response of the Accused Officer the Chair will reply “No response present on behalf of the Accused Officer”. At this time there is no discussion.
      6) The Chief Justice will then give the floor to the Author of the grievance. The Author will have the floor no longer than five (5) minutes, and the Chief Justice will keep the order.
      7) The Author uses the five (5) minutes to expand on the grievance, provide tangible proof of the violations, and prove that the action of the accused officer merits an impeachment.
      8) Time may only be extended once for an additional five (5) minutes.
      9) The floor shall open for discussion for prosecuting and defense attorneys for a limit of five (5) minutes, in which the Accused Officer may not respond.
      10) Time may only be extended once for and an additional five (5) minutes.
11) When the Author is through, the Chief Justice will then go through the same process with the Accused Officer. The accused officer uses this time to refute the accusations.

12) The accused officer may choose to have the Attorney General speak on their behalf.

13) The Chair will then give the Author and the Accused Officer five (5) minutes each for final statements.
   i. Time may not be extended.

14) The Accused Officer will step outside the room after the final statements while the remaining Judicial Branch, Attorney General, and ASRHC Advisor has discussion. At this time the Author will not partake in any of the discussion, and may only answer questions, the Justices may have.

15) The Judicial Court will vote by secret ballot and the impeachment may only be approved by a 2/3 vote.

16) An Impeachment Hearing can never be postponed once it has begun unless an issue of emergency or safety arises. If the Justices cannot come to a verdict, during the hearing the accused is declared innocent.

17) Double Jeopardy cannot be criteria for an additional Impeachment Hearing.

18) All Appeals will be filed with the Associate Dean of Student Services or designee, no later than three (3) business days (regular business hours) after the verdict.

19) An Impeached Officer loses their ability to hold office for a period of one (1) year, effective immediately.

ARTICLE XI
APPROVAL OF CAMPUS CLUBS

Section 1: New and returning clubs are responsible for filling out a club charter request by the fourth (4th) week of every academic semester in order to be considered for active charter status.
   a. Club must have at least ten (10) potential members who have at least a 2.0 GPA and have paid the College Service Fee (CSF)
   b. Club must have an official advisor who meets Board Policy requirements
   c. Club must submit charter paperwork via OrgSync by the deadline
   d. Club must have an updated constitution submitted which meets all ASRHC and ICC policies
   e. Club must meet any and all requirements designated by the Student Life and Leadership Office and ICC Advisor

Section 2: The ASRHC Executive Branch will review all Student Life and Leadership approved clubs to grant final approval and induct the respective club into the ICC as reported by the Vice President at the next available ASRHC meeting.

Section 3: Only Student Life and Leadership approved and ASRHC approved clubs shall be considered official members of the ICC and hold all rights and privileges of an active club.

Section 4: Clubs who update their constitution and bylaws within the semester are subject to re-approval.

ARTICLE XII
ASRHC CODES AND POLICIES

Section 1: The following codes and policies are official documents of the ASRHC and shall be in effect upon the approval of the Senate with a 2/3 vote:
   a. Election Code
   b. Scholarship Policy
c. Priority Registration Policy
d. Publicity Code
e. Kitchenette Policy
f. Student Lounge Policy
g. Locker Policy
h. Senator Chair Policy
i. Conference Agreement Policy
j. Equipment Policy
k. Funding Policy
5 Steps to De-Stress

1. **Acknowledge** - Identify how you’re feeling. Say to yourself, “I feel stressed right now” or “I feel great right now.”

2. **Listen** - Listen to your thoughts. What thoughts are you thinking? What are you focusing on that is creating these feelings?

3. **Let Go** - For the next 2 minutes, let go of it all. Let go of the need to change it, fix it, etc. Then release it by exhaling deeply.

4. **Open** - Open your imagination to possibilities! Imagine the ideal situation. What do you see?

5. **Write** - Write down one thought that supports step 4. Then write one thing you can do that will enable you to demonstrate that thought.

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Upcoming Health and Wellness Workshops – Spring 2013

**Location**: Student Services Building (SS-305)

**Drug and Alcohol Awareness**
March 19th – To be determined
March 20th - To be determined

**Healthy Relationships**
April 16th – 11:30am-12:30pm
April 17th – 1:00pm-2:00pm

**What is Depression?**
May 7th – 11:00am-12:00pm
May 8th - 12:30pm-1:30pm

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The Office of Student Affairs presents:

“**You Matter**”
Student Health and Wellness Programs at Rio Hondo College

For more information on upcoming events, contact: Rikka Venturanza
*Rikka.Riohondo@gmail.com*

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**De-Stress Fest**
**March 13, 2013**

Take a break, unwind, and treat yourself, because you matter.
PARTICIPATE AND WIN PRIZES!

- After participating in a workshop, be sure to get your stamp on the stamp grid below to show proof of your participation.

- Participate in at least one workshop to enter into an opportunity drawing to win two movie tickets or a $20 Starbucks gift card.

- Participating in all three workshops is highly recommended!

**De-Stress Station**

**Free Massages:**
A complimentary 5-minute neck, shoulder, and back courtesy of Whittier’s Mission Court Spa.

**Workshops**

**How to Manage Your Stress**
Times: 10:00am-11:00am
Facilitator: Dr. Bob Itatani

**How to Cope With Test-Taking Anxiety**
Time: 11:30am-12:30pm
Facilitator: Robert Graham

**How To Eat Well**
Time: 12:45pm-1:45pm
Facilitator: Professor Ayala
FREE WORKSHOP!
**Offered to all enrolled Rio Hondo College students.

Drug and Alcohol Awareness Workshop

**When |** Tuesday, March 19th or Wednesday, March 20th
**What time |** 1:00pm-2:00pm
**Where |** Student Services Building (SS-305)

For more info email: Rikka.Riohondo@gmail.com
Student Leadership Institute (SLI)

Commitment

- I confirm that I am a current Rio Hondo College student.
- I confirm that I will attend one (1) mandatory SLI Leadership Orientation.
- I confirm that I will attend all three (3) mandatory Student Leadership Institute (SLI) Conferences to complete the following in order to earn a certificate:
  - three (3) Core Workshops
  - four (4) Track Core Workshops
  - four (4) Elective Workshops
  - five (5) Experiential Learning Component hours
  - one (1) Experiential Writing Essay
- I confirm that I will be on time or early to all conferences and respective workshops, demonstrate respectful and cooperative behavior at all times, and actively participate in all workshops.
- I confirm my understanding that the Student Life & Leadership staff may remove me from program participation at any time if I am not meeting the aforementioned requirements.

For any questions, please contact Jasmine López in the Student Life and Leadership Department at (562) 908-3427.
About the Student Leadership Institute
The Student Leadership Institute (SLI) at Rio Hondo College is a non-credit certificate program in partnership with California State University, Fullerton (CSUF). SLI Students are required to attend a series of workshops which will earn them a leadership certificate from CSUF upon program completion. Workshops are offered and focus on developing necessary skills for effective leadership and overall character.

Participation in SLI is free of charge and open to all RHC students. There are no minimum requirements for units enrolled, grade point average, or prior leadership experience for program participation.

Reasons to Join
As an SLI participant, you will:
- Acquire and develop the skills and awareness necessary to become an effective leader on campus, in your community, and in your career.
- Earn a leadership certificate signed by the CSUF college president, a very marketable tool on your resume and on transfer applications.
- Learn the value of networking through program participation and interaction with fellow students, faculty, staff, and administration.
- Learn to communicate effectively with confidence and develop confidence in your abilities to explore challenging issues.
- Understand and develop an increased awareness of current leadership styles and issues of diversity.
- Develop life skills that are essential to achieving established goals and objectives.
- Be engaged in co-curricular activities that will augment academic learning.

Program Requirements
Students must participate in three (3) SLI Conferences held throughout the academic year which will include ten (10) workshops and complete five (5) volunteer hours to complete the experiential learning component for a total of 15 SLI hours. The program is designed to be completed in one (1) academic year through the respective workshops although extensions are available when necessary in order to maximize the student’s experience.

How to apply?
To apply to the Student Leadership Institute:
1. Complete the online application on the SLI OrgSync portal
OR
2. Complete the SLI application and submit it to the Student Life & Leadership Department in the Student Union Second Floor SU-201

   Attend a mandatory Leadership Orientation which takes place within the first month of each fall semester. Leadership Orientations will provide information on conference schedules and program details.

   Questions? Please contact:
Jasmine López, Interim Director of Student Life & Leadership
Student Union SU-201
(562) 908-3427
StudentLife@riohondo.edu

Workshops
Core Workshops
Students must complete all three (3) Core Workshops and a True Colors Assessment which are offered during Conference #1:
- Ethical Decision Making
- Introduction to Leadership
- Leading and Managing a Diverse Group

Track Core Workshops
Students must complete all four (4) Track Core Workshops which are offered during Conference #2:
- Communication Styles
- Teamwork and Collaboration
- Time Management
- Vision and Goal Setting

Elective Workshops – Students must complete three (3) Elective Workshops which are offered during Conference #3. Elective Workshops may include the following:
- Culture and Gender Roles
- Dealing with Racism
- LGBTQIA Issues
- Understanding “Isms”
- Public Speaking
- Dealing with Difficult People
- Event Planning
- Exploring Ethnicity
- Finding an Internship
- Leading for Social Change
- Experiential Learning
Are you interested in a career in government relations or public affairs? Do you enjoy meeting and interacting with a diverse group of individuals? Are you enthusiastic about promoting Rio Hondo College in the community?

If you answered yes to all of these questions, then consider joining

**GRACE**

Government Relations Ambassadors for Community Events

GRACE is the ambassador program for the Office of Government and Community Relations (GCR). GRACE connects students with the following opportunities to:

- learn what is needed to maintain healthy government and community relations at Rio Hondo College,
- network with government officials and community leaders, and
- provide courteous, timely, and professional representation of Rio Hondo College at events in the surrounding community.

**Important Dates:**

- **May 2, 2014**: Application Deadline
- **May 8 and 9, 2014**: Interviews
- **May 16, 2014**: GRACE Acceptances Sent
- **May 28, 2014 at 11 am**: Orientation Meeting

**To Apply:** 1) Complete Application Form, 2) Complete Recommendation Form, and 3) Turn in to GCR (L 401) by May 2, 2014 by 4:00pm.

Russell Castañeda-Calleros, Director of Government and Community Relations

Building L 401 • (562) 463-7268 • rcastaneda-calleros@riohondo.edu

*For more information or to download the GRACE application, please visit: http://www.riohondo.edu/gcr/*
“You Matter”
Student Mental Health Awareness and Wellness at Rio Hondo College

Managing Stress
free workshop
for Rio Hondo College Students

Learn about specific skills to manage stress.

Where: Students Services Building | Room: SS 305
When: Tuesday, Feb. 26th | Wednesday, Feb. 27th
What time: 12:00pm - 1:30pm (both dates)

For more information, please email: Rikka Venturanza rikka.riohondo@gmail.com
“You Matter.” Student Health and Wellness at Rio Hondo College presents:

“DE-STRESS FEST”

This is a campus-wide event offered to students to take a break from homework and studying, unwind, and spend time with the College community. School can be incredibly stressful at times and that is why the College will be hosting the first ever 'De-Stress Fest' to provide students activities, resources, and support in order to manage and understand their stress, learn about self-care, and have fun doing it.

*Free Food and Giveaways will be offered to all Rio Hondo College students who participate.

*Prizes! Students who complete 6 out 9 stations or activities will be eligible to enter an opportunity drawing for two movie tickets. Up to 20 students can win!

When: Tuesday, March 12th & Wednesday, March 13th
Where: Rio Hondo College, Lower Quad Courtyard
What time: 10:00am - 2:00pm

Stations for March 12th and March 13th Activities:

1. **Check-In:** Students will be provided map of the event activities, along with a stamp card to be eligible for giveaways and prizes. Participate in at least 3 stations/activities qualifies the student to receive a free giveaway; participation in at least 6 stations/activities will allow students to enter an opportunity drawing to win 2 theater tickets.
2. **Free Massages:** Receive a complimentary 5-minute neck, shoulder, and back courtesy of Mission Court. Massages will be offered throughout the entire two-day event!
3. **Art Therapy:** Students will be able to participate in an artwork activity to express your uniqueness.
4. **“Throw Your Problems Away”** Students will be able to participate in an activity to identify any problems they may have by writing it on a piece of paper and throwing it away in our “De-Stress Trashbin.” Any written content will be disposed to protect student’s privacy.
5. **Hula Hoop Your Stress Away:** Hula-hoops will be provided to students interested in a short fun exercise.
   “3-minutes of hoppin’ may boost your energy!”
6. **Consultation Stations:**
   - **Nutrition Consultation:** Meet with a professional nutritionist to learn about the importance of maintaining healthy nutritional habits.
   - **Health and Wellness Consultation:** Meet with Rio Hondo College’s professional psychologist, Dr. Itatani, to talk about strategies of relaxation.
7. **Health and Wellness Resource Fair:** Meet professionals who serve as on-campus resources for general information about student health and wellness.

**Workshop Series March 13th located in Student Services Building (SS-305).**

7. “Manage Your Stress” @10:00am-11:00am
8. “Strategies To Cope With Test-taking Anxiety” @11:30am-12:30pm
9. “Eating Well Is Living Well” @12:45pm-1:45pm
Rio Hondo College students to join Sacramento march
By Wave Staff Los Angeles Wave
Posted: Friday, February 28, 2014 5:12 pm

WHITTIER — Three Rio Hondo College students will take part in a March for Higher Education Monday at the State Capitol Building in Sacramento, a college spokesperson said.

Several thousand students are expected to participate, the spokesperson said.

Associated Students of Rio Hondo College President Valeria Guerrero, Vice President Christopher Santana and senator for legislative affairs Julio Cesar Flores will join student leaders from around the state to rally for higher education rights.

While the three Rio Hondo College students will be meeting with legislators, the college is also sending a charter bus of 50 students to participate in the “Classroom to Capitol” march and educational rally.

“The last two years I went on the bus to Sacramento and I felt like I was doing what I was supposed to do,” said Guerrero, a 21-year-old sociology major.

“I feel like it is time to move on to the second stage and actually talk with our state representatives and give my input as a Rio Hondo College student leader.”

The “March in March,” which began in 2007 and is organized by the Student Senate for California Community Colleges, is designed to support student leaders by engaging in legislative visits to advocate for or against bills that affect community college students statewide while empowering them with the tools they need to effectively let their voices be heard by their representatives in the State Senate and Assembly, the spokesperson said.

“Part of my role as a student leader is to advocate for the needs of Rio Hondo College students, so I feel that going to ‘March in March’ is already a part of my role,” said Santana, 21, a political science major.

“I believe my advocacy will impact legislators and policies that impact all colleges.”

This year, students will be engaged as soon as they arrive and will have the opportunity to attend mini-workshops at the staging area that will cover the most pertinent issues the community college is facing.

“Advocacy is important because it is one of the ways we as Americans can have somewhat of a purified direct democracy,” said Flores, 24. “Advocacy seems almost as effective if we lived in a system where legislation was based on direct democracy.”

While Gov. Jerry Brown has proposed a state budget that will restore funds to the community college system, advocating for students’ rights should be at the forefront of any college, said Rio Hondo College President Teresa Dreyfuss.

“The college supports these students’ efforts 100 percent,” Dreyfuss said. “Advocacy doesn’t end when one request is fulfilled; it never ends. Advocacy is essential to the ever-changing landscape of higher education. There is still plenty to do.”

Rio Hondo College Board of Trustees President Vicky Santana said she is proud to see students stepping up and letting their voices be heard.

“It’s so easy to get caught up in the day-to-day when going to college, but these students are taking the initiative to stand up and say: ‘This is what we all need to better our education,’” Santana said. “They are saying it to the people whose votes have a direct impact on their education: policy makers.”

http://wavenewspapers.com/news/local/east_edit/article_9e89a17c-a0de-11e3-80fd-0017a43b2370.html
Peer Mentors for DSP&S
A highly diverse, select, and prestigious group of Rio Hondo College students who are dedicated to the promotion of the College and are committed to supporting students with disabilities on campus. The Peer Mentors for Disabled Student Programs & Services will assist new students within the DSP&S program with their transition to college, while also allowing students to engage with their peers within a supportive, educational environment.

Benefits
Peer Mentors for Disabled Student Programs & Services have the opportunity to serve the college and Disabled Student Programs & Services while gaining valuable leadership experience, enhancing their resume, while making new friends. Peer Mentors for Disabled Student Programs & Services receive an hourly rate of: $12 per hour and work an average of 8-10 hours per week.

Peer Mentor Experience for DSP&S
Peer Mentors play a very important role as participants with various DSPS events and initiatives and in supporting fellow students at RHC. They have the opportunity to assist and support prospective students, new students, and current students to the college. They are the students conducting campus tours, promoting the many DSPS events and services, participating in RHC events, contributing their experience to DSPS Outreach-related efforts, and helping students transition to the college. Most importantly, Peer Mentors help to create strong peer-to-peer networking to help their fellow students get involved and engaged to have a more successful college experience.

Peer Mentor Requirements
- Must be enrolled in and complete six units per semester at RHC
- Have and maintain a minimum 2.5 GPA
- Must be a student in good standing and not on Academic, Progress or Disciplinary Probation
- Must be interested in working for two or more semesters

Skills/Characteristics Needed to be a Peer Mentor
- Positive attitude about Rio Hondo College and Disabled Student Programs & Services
- Understanding of the student with disability experience
- Ability to interact well with students, staff, administrators
- Willingness to work with all kinds of people/ students and groups answering questions related to their experiences as a student
- Organizational and time management skills
- Excellent communication skills in one-on-one and group settings and follow-through skills
- Must be dependable, outgoing, and enthusiastic
Student Ambassadors for the Veteran’s Service Center
A highly diverse, select, and prestigious group of Rio Hondo College students who are dedicated to the promotion of the College and are committed to supporting veteran students on campus. The Student Ambassadors for the Veteran’s Service Center will assist new veteran students in their transition to college, while also allowing students to engage with their peers within a supportive, educational environment.

Benefits
Student Ambassadors for the Veteran’s Service Center have the opportunity to serve the college and the Veteran’s Service Center while gaining valuable leadership experience, enhancing their resume, while making new friends. Student Ambassadors for the Veteran’s Service Center receive an hourly rate of: $12 per hour and work an average of 8-10 hours per week.

Student Ambassador Experience for the Veteran’s Service Center
Student Ambassadors play a very important role as participants with various VSC events and initiatives and in supporting fellow students at RHC. They have the opportunity to assist and support prospective students, new students, and current students to the college. They are the students conducting campus tours, promoting the many VSC events and services, participating in RHC events, contributing their experience to VSC Outreach-related efforts, and helping students transition to the college. Most importantly, Student Ambassadors help to create strong peer-to-peer networking to help their fellow students get involved and engaged to have a more successful college experience.

Student Ambassador Requirements
• Must be enrolled in and complete six units per semester at RHC
• Have and maintain a minimum 2.5 GPA
• Must be a student in good standing and not on Academic, Progress or Disciplinary Probation
• Must be interested in working for two or more semesters

Skills/Characteristics Needed to be a Student Ambassador
• Positive attitude about Rio Hondo College and the Veteran’s Service Center
• Understanding of the veteran student experience
• Ability to interact well with students, staff, administrators
• Willingness to work with all kinds of people/students and groups answering questions related to their experiences as a student
• Organizational and time management skills
• Excellent communication skills in one-on-one and group settings and follow-through skills
• Must be dependable, outgoing, and enthusiastic
What is a Student Ambassador?

A highly diverse, select, and prestigious group of Rio Hondo College (RHC) students who are dedicated to the promotion of Rio Hondo College. Ambassadors are enthusiastic, outgoing, visible student leaders at who provide information and services to the community about the College and Foundation.

Benefits

Student Ambassadors have the opportunity to serve the college and community while gaining leadership experience. Students in the program will meet and network with campus officials, alumni, members of the community and VIPs while acquiring public relations experience. Students also have an opportunity to enhance their resume, make new friends, and have fun!

Stipend: $100-200 per semester

Duties and Responsibilities

- Conduct campus tours
- Meet and greet prospective students, families, alumni, and special guests at various campus-wide events
- Staff the Information Booth and Help Center the first week of each semester
- Serve as Hosts/Hostesses at Presidential functions and at special events on campus
- Assist in Foundation Fundraising/Community Relation efforts
- Represent the college at off-campus recruitment fairs and activities as needed
- Assist at RHC Commencement
- Assist college Outreach staff by serving as a peer mentor and assisting students with their transition from high school to college as needed

Student Ambassador Requirements

- Have and maintain a minimum 2.5 GPA at RHC while in the program
- Must be enrolled in and complete six (6) units per semester at RHC
- Must be a student in good standing and not on Academic, Progress or Disciplinary Probation
- Must pay the College Service Fee
- Must submit a completed application to the Student Life & Leadership Department—SU201
- Must not schedule any work or classes on Friday’s between 10 a.m. to 12 noon for meetings
- Must have at least two (2) recommendation forms completed by RHC faculty or staff members
- Must complete a minimum of 50 service hours + minimum 10 training hours per semester

APPLICATIONS AVAILABLE NOW!

PRIORITY DEADLINE: SEPTEMBER 13, 2013

Applications accepted year-round

Log on to www.riohondo.edu/studentlife or visit the Student Life & Leadership Department in SU 201 for an application.
The Office of Student Affairs presents:

**FREE WORKSHOPS OFFERRED TO ALL RIO HONDO COLLEGE STUDENTS**

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### Healthy Relationships Workshop

**When** | Tuesday, April 16\(^{th}\)  
**What time** | 11:30am - 12:30pm  
**Where** | Student Services Building (SS-305)

**When** | Wednesday, April 17\(^{th}\)  
**What time** | 1:00pm - 2:00pm

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### What is Depression? Workshop

**When** | Tuesday, May 7\(^{th}\)  
**What time** | 11:00am - 12:00pm  
**Where** | Student Services Building (SS-305)

**When** | Wednesday, May 8\(^{th}\)  
**What time** | 12:30pm - 1:30pm

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For more information email Rikka Venturanza: Rikka.Riohondo@gmail.com
The Office of Student Affairs presents:

FREE WORKSHOPS OFFERED TO
ALL RIO HONDO COLLEGE STUDENTS

What is Depression? Workshop

When Tuesday, May 7th
What time 11:00am - 12:00pm
Where Student Services Building (SS-305)

OR

When Wednesday, May 8th
What time 12:30pm - 1:30pm
Where Student Services Building (SS-305)

For more information email Rikka Venturanza: Rikka.Riohondo@gmail.com