

Bylaw

ARTICLE I

PURPOSE AND POWERS

This document shall be used to describe all matters of procedure concerning the Residential College of Cultural and Community Studies, hereafter CCS. All matters not covered under the CCS Bylaws shall be governed loosely by Robert's Rules of Order, Revised. Any disputes with interpretations of this document shall be decided by a majority vote of the President, Vice President of Relations, and Secretary.

ARTICLE II

LEGISLATIVE PROCEDURE

Section 1: Forum

- A. A regular meeting of the membership shall be known as Forum.
 - 1. Forum shall occur each Sunday of the academic year at 9:00 P.M. with the following exception:
 - a. Sunday before Finals week
 - b. Sundays directly preceding the first day of the winter and spring quarters.
 - 2. It is suggested that Forum be limited to one hour in length, unless extended by a majority of the membership present.
- B. All current members of CCS shall be considered full voting members at Forum.
- C. An emergency Forum may be called by the following means:
 - 1. The CCS Master may call a Forum.
 - 2. The CCS President may call a Forum.
 - 3. A petition submitted to either the President or the Master with the signatures of at least one-third of the membership may call a Forum.
- D. The membership of CCS shall be given no less than three days notice of the calling of an emergency Forum. This notice may only be given in the form of posters, mailings, and/or e-mail.

E. Quorum for Forum shall consist of no less than one-third of the total resident membership.

Section 2: Legislation

A. Procedure for proposing legislation

1. Bills shall be written to include a title, background, principle, and action. A bill may be proposed by any member of CCS.
2. A week prior to the debate the President shall report on all new bills received at Forum and shall summarize them in brief.
3. The author of the proposed legislation may give an authorship speech of no more than two minutes.
4. A question period of up to five minutes—unless extended by majority vote of the members present—shall follow.
5. A debate period of up to five minutes—unless extended by majority vote of the members present—shall be allowed. Speeches shall alternate between pro and con sides of the issue.
 - a. Speakers may only speak three times on an issue, and for the third time only if no other speaker wishes to voice an opinion.
 - b. The authorship shall be considered a pro speech.
 - c. All legislation shall be guaranteed an equal number of pro and con speeches if they can be found.
 - d. Friendly amendments to legislation may only be made during the debate period. The author of the bill may accept or reject a friendly amendment. The decision of the author is not debatable and not subject to a vote. Friendly amendments are immediately added to the proposed legislation upon acceptance and are subject to reconsideration.
6. Once debate has ended, the bill in question shall come to a vote. The method of voting shall be decided by the President, unless a motion is made otherwise.

B. Legislation, except for Constitutional amendments, considered at Forum shall be passed only with a majority vote of the members present. Constitutional amendments shall be passed according to Article VI, Section 1, Part B of the Constitution.

C. In their absence, members may vote by completing an absentee ballot to be available with the Secretary.

ARTICLE III

ELECTION PROCEDURE

Section 1: The Executive Officers of CCS

As defined in Article V, Section 2 of the CCS Constitution, the Executive officers shall be elected at a Forum to be held during Winter Quarter before the beginning of Reading Week.

Section 2: Procedure

A. The election will consist of three parts, each a week apart: a criteria generation session, a speech session, and a voting session.

B. Candidates can be nominated by the membership.

C. Only those associate non-resident and resident students with the points needed to meet the candidacy eligibility standard shall be eligible to run for an Executive Office.

1. Candidacy standard shall be equal to half of the points for all Forum and firesides through the Fall Quarter and up to the 1st week of the election process.

D. An eligible member of CCS may announce his/her candidacy at any time before the voting session. Those members who announce their candidacy at any time will be eligible to participate in any proceeding election activities. They will, however, not be allowed to participate retroactively in completed election activities.

1. A candidate can self-nominate or be nominated by another member. If a candidate is nominated by another member, he/she has until the night of the speeches to accept or decline the nomination.

E. One week prior to the speeches, a list of criteria for each position will be generated and distributed amongst all members.~~criteria generation session shall be held. At this session, members shall compile a list of standards by which they will evaluate the candidates.~~

F. During the speech session, once nominations are concluded, candidates shall give speeches of up to 5 minutes.

1. The speeches shall be separated by position.

2. Candidates running for multiple positions will have the options to present one or multiple speeches.

G. Questions compiled during the speech session and any additional questions will be sent to all the candidates at one time. Candidates shall be given five days to respond to these questions in written form and the answers will be released to all members all at once.

H. A week after this speech session, resident student and non-resident associate student members shall vote by ballot. Votes by proxy shall not be allowed. Absentee ballot shall be allowed. Ballots shall be counted by two of the current Executive Board members.

1. Candidates nominated at the time of voting will not be allowed to give a formal speech.
2. Quorum for the voting session must consist at least of 1/3 of the number of residents.
3. If two candidates are running for a position, the winner shall require a majority of the vote. If there are three or more candidates running the top two candidates with plurality will have a run off. The winner of the run off will be based on majority of the vote.

H. Between the speech and the voting session, members are encouraged to ask questions of the candidates.

I. Results shall be announced by a member of the Master Staff, or the President in his/her absence. The percentage of votes garnered will be recorded in the CCS archives, and may be requested by a candidate.

Any executive board member running as a candidate forfeits all involvement in election proceedings.

ARTICLE IV

IMPEACHMENT

In these Bylaws and in the Constitution, impeachment and removal from office shall be synonymous.

Section 1: Guidelines

A. A petition requesting impeachment shall be submitted to the Master with at least one-quarter of signatures of all resident members. The petition should include the specific section of the Constitution or Bylaws that has been violated.

B. A vote on the impeachment shall be taken at the second meeting after the submission of the petition.

Section 2: Procedure

A. The Master shall preside over the impeachment proceedings.

B. The originator of the petition shall make a speech of at most five minutes explaining the cause for the impeachment proceedings.

C. The accused shall make a speech of at most five minutes explaining the actions in question.

D. A question and debate period of at most ten minutes shall follow the speeches unless extended by majority of those present.

E. Vote shall be made by ballot. A two-thirds majority vote of members present will be required for impeachment.

F. Results shall be announced by the Master. If the vote is for removal, then removal shall be immediate.

G. Quorum will be two-thirds of residents.

ARTICLE V

THE POINT SYSTEM

Section 1: Philosophy of the Points System

House points will be awarded based on participation in house activities. Returning residents are required to earn a minimum number of points (equal to half of the points for all Forums and firesides) in a period of three consecutive quarters consisting of Spring, Fall, and Winter Quarters to have the privilege of staying at CCS.

The ranking for housing will be based upon points as well as attending one fireside, two community service events, and one fellow's event. Completion of the four events will allow the member priority over the rest of the members. After priority is established, housing ranks will be based upon points accumulated over the quarter.

For members who were not students at Northwestern during the preceding Spring Quarter, they will receive as their spring total the average number of points received by all residents the previous spring. If there is an issue regarding an influx of same-gender residents and lack of available housing, the averages will be further distinguished and ranked by gender.

The eligibility cut-off for non-residents shall be half of that for residents. Their ranking for housing, however, shall be based on their total number of points.

Section 2: Rules of the Points System

- A. The points chart will be made available throughout the quarter. Points will be listed by Student ID Number. This chart will be updated weekly by the secretary.
- B. All appeals made concerning the points must be made before the end of the quarter.
- C. In order for the resident to earn points for an event, the resident must attend some portion of the event. Points awarded will be at the discretion of the secretary, subject to review by the executive board and ~~general forum~~ individual members.
- D. Anyone who is awarded points for programming will only receive points after the event has taken place.
- E. A resident has the right to ask the Secretary for a record of his or her points and rank at any time.
- F. Other regulations regarding the manner in which points shall be awarded in the point system and housing guidelines related to the point system are enumerated in Appendices 1 and 2 of this document.

ARTICLE VI

AMENDMENTS

Section 1: Procedure

- A. All proposed amendments to the Bylaws shall be advertised to the membership of CCS at least seven days prior to the consideration of the question.
- B. Ratification of an amendment shall require the two-thirds majority vote of all members present at the meeting of the legislative board.

Section 2: Constitutional Review

- A. The standing CCS Bylaws shall remain in effect until new Bylaws are adopted.
- B. Ratification of new Bylaws shall require approval of at least two-thirds of the membership present at the time of voting. Membership present at voting must be at least one-third of ~~total~~ resident membership.