Table of Contents

Article I – Legislative Branch 3
   A. Representative Council

Article II – Representative Council Autonomy 5
   A. Monies
   B. Travel
   C. Events/Funding
   D. Pre-funding Requirements
   E. Additional Sources

Article III – Approval and Amendments 7
   A. Amendments
   B. Override by-laws

Article IV - Miscellaneous 7
   A. Legislation
ARTICLE I - The Legislative Branch

A. Representative Council
   1. Powers/Responsibilities
      a) Representative Council shall have the power and responsibility to carry out all activities designated to it as described in Article III of the CUSG Constitution.
      b) Pursuant to 82LCR04, the Speaker shall work with the CUSG Chief of Staff and/or the Tri-Executives to ensure that each Executive staff member is encouraged to attend at least one Representative Council Meeting per legislative session. The Executive staff member shall have a place on the Rep Council agenda to educate the Representatives on what they do, present an update on their work, and to seek collaboration with the Representatives-at-Large.
   2. Speaker
      a. At the first meeting following each election, Representative Council shall elect a Speaker to run meetings and prepare agendas. The Speaker’s term is subject to re-election up to four consecutive terms. An Interim Speaker may be elected for the summer term.
      b. The Speaker may cast a vote to make or break ties, or at any other time when his/her vote could decide the result of any Representative Council decision, for example, in the case of a two-thirds vote. This vote may be cast only under these circumstances, and may only be cast after the votes of the other Council members have been counted.
      c. The Speaker may impose limits on debate in the form of time allowed to each speaker and/or the number of questions the speaker may ask. A reasonable amount of time must be allowed for each Representative Council member to express his/her views. If no limits are imposed, the Speaker may still act to prevent filibuster tactics.
d. The Speaker shall be allowed a maximum of two minutes to speak on any matter before Representative Council immediately prior to the taking of a vote concerning that matter. If she/he wishes to make any additional argument or presentation of evidence, the Speakership must be surrendered to the Vice Speaker, for the duration of discussion and voting on that matter.

e. Moving or calling the question on any matter shall not require recognition by the Speaker.

f. With powers and exceptions as provided herein, the duties, powers, and responsibilities of the Speaker shall be as set forth in Robert's Rules of Order, Revised.

g. In the event of a vacancy in the office of the Speaker, the Vice Speaker shall assume the duties of the Speaker, pending the election of a new Speaker. The election for the new Speaker shall take place at the next regularly scheduled Representative Council. In the event of the current Vice Speaker being elected as Speaker, a subsequent election shall be held to elect a new Vice Speaker.

h. The Speaker shall work with the Legislative Advisor to submit signed allocation forms to the Center for Student Involvement (CSI) for all events no later than five days following final passage by Representative Council.

i. Two months prior to the beginning of a new fiscal year the Speaker shall meet with the Center for Student Involvement to determine the funding allocation limit for each month, and will meet with Representative Council to discuss the aforementioned allocation limits.

j. The Speaker will be paid fortnightly in accordance with Legislative Council Bill 80LCB02.

3. Reports

a. The Speaker shall give a Representative Council report to the Legislative Council, at each meeting. The report shall include all bills discussed, ratification and any other matters of significance.

b. The Speaker shall report to Representative Council monthly on the financial status of the Representative Council monies.
c. Each Representative Council member shall give a report of his or her current activities and projects to Representative Council whenever they think necessary.
d. Each Representative Council member shall report on his or her respective Joint Board at each Legislative Council meeting.

4. Primary Reading/Measures
   One vote of approval is always sufficient for approval and passage of Primary Measures. Primary Measures include:
a. Impeachments and removals, although these actions must be introduced at least one meeting prior to their votes of conclusion.
b. Appointments and ratifications.
c. Votes concerning by-laws and codes: although these measures must be introduced at least one meeting prior to being voted upon. Introduction shall consist of discussion of the proposed vote following its appearance on the agenda as either an item of new business or its acceptance as a special order.
d. Internal procedures of Representative Council.
e. Contracts: all contracts shall be introduced at least one week prior to being voted upon.
f. Contracts binding Representative Council to other parties wherein a majority vote of 2/3’s present and voting after introduction are required.

5. Secondary Readings/Measures
   a. Certain matters before Representative Council may require a "second reading", that is, a second vote for approval of the Council, for final Representative Council passage.
b. Secondary Measures include:
   i. Financial allocations and expenditures.
   ii. Budgets.
   iii. Policy priorities.
   iv. Resolutions - They shall have two main functions.
      (a) To support or censure for a specific policy of stance.
      (b) To serve as directives.
      (c) A resolution may not institute tangible action.
c. The conditions for second reading of Secondary Measures is always sufficient when:
i. One vote of approval for Secondary Measures is always sufficient when:
   (a) The measure has been previously passed by the Council.
   (b) The measure is only part of a bill, which must be approved.

ii. A second reading shall always be required on some Secondary Measures, unless they are introduced as Emergency Measures and pass by the approval of two-thirds or more of Representative Council members present and voting.

6. Council Members Duties
   a. Office Hours and Campus Outreach - Each Representative Council member is responsible for scheduling four office hours in accordance with 80LCB15. Each Representative can also fulfill office hours by attending campus events, student group meetings, working on legislation, or hosting/assisting with student outreach projects/events.
   b. Representation
      i. Each Representative Council member shall sit on at least one CU Student Government (CUSG) Joint or Advisory Board.
      ii. Representative Council members shall continuously act as a liaison between students at the University of Colorado at Boulder and other relevant officials.
   c. Education of Members
      i. Each newly elected/appointed Council member shall, under the guidance of the Speaker or Vice-Speaker, be required within three weeks of his/her election/appointment, to meet and have CUSG procedures explained to him/her.
      ii. The Vice-Speaker shall distribute a training packet to each of the newly elected/appointed members. The packet shall contain Representative Council by-laws.
   e. Attendance and Representative Accountability
      i. Each Representative shall be responsible for communicating absences to the Speaker or Vice Speaker and the President of Legislative Council at
least 24 hours in advance and responsible for finding a proxy to fill their seat for the meetings of absence. Failure to communicate absences 3 times in a legislative session shall result in a suspension of pay for the pay period of the third failure. Pay shall also be suspended for each subsequent pay period of failing to communicate an absence and will result in the Representative being placed on probation, requiring the Representative to meet with the Speaker and Vice Speaker to discuss the situation.

f. Required Training and Standards
   i. Each Representative or Permanent Proxy will be required to complete both diversity training and harassment training within the first month of taking their position. If a Representative or Permanent Proxy claims that they have already completed this training, it will be the responsibility of the Representative or Permanent Proxy to provide documentation to both the Speaker and Legislative Advisor showing their completion of these requirements. Failure to complete these requirements will result in suspension of pay per pay period these requirements are not fulfilled.

7. Passage of Legislation
   Passage of Representative Council legislation shall become effective and final upon one of the following conditions being fulfilled:
   a. Signatures from both the Representative Council Speaker and Legislative Council President, within five days of approval by the Representative Council.
   b. Six days after approval by the Representative Council, if no veto has been exercised within that time.
   c. Immediately following a two-thirds vote by the Legislative Council to override an Executive veto.

ARTICLE II - Representative Council Funding

A. General Funding Principles
a. All funding requests shall be evaluated on the basis of its benefit to the students. Representative Council will sponsor specific travel and event instances, not organizations.
b. Any student group may submit funding requests. The group must have or establish an account with the Center for Student Involvement to receive funds.
c. Organizations may receive funding from Representative Council twice per fiscal year pending they have not received funding from the Council of Colleges and Schools.
d. Projects originating from individual CUSG cost centers may receive funding once per fiscal year.
e. In order to deal with extraordinary circumstances, Representative Council shall establish an emergency reserve from funds that remain from the previous fiscal year.
   i. If funds in excess of one thousand dollars remain from the previous fiscal year the Speaker shall submit to Representative Council a request as to whether the excess funds shall remain in reserve or if they shall be applied to the next fiscal year.
f. All events funded by the Representative Council shall be in accordance with the Student Fee Regulations.

B. Monies
a. All Representative Council guaranteed monies shall conform to CUSG financial guidelines, particularly with regard to student group or organizational funding.
b. Use of monies shall conform to Federal and State law, the laws of the Regents, and the limitations set forth in the CUSG Constitution.
c. A budget must accompany every bill brought to Representative Council.
d. No group will receive funding for a given event/travel from Representative Council if the group has already received funding from the Council of Colleges and Schools for the same event/travel, or if they are in the process of applying for funding from the Council of Colleges and Schools for the same event/travel.
e. Groups applying to Representative Council for funding should reflect the interests of the student body as a whole. Those groups whose events/travel only reflect the interests of a specific college
or school should apply for funding through the Council of Colleges and Schools.

f. Funding requests shall be limited as such:
   i. A $1,000 + GAIR cap shall be placed on all allocations to student groups.
   ii. An $800.00 + GAIR cap shall be placed on all allocations to student groups for travel.
   iii. A $300 + GAIR cap shall be placed on all allocations to student groups for fundraisers where the beneficiary is a third party outside CU, in accordance with 81LCB04 and 81LCB05.

C. Travel
   a. All appropriations for in-state and out-of-state travel from supplemental and guaranteed monies shall be subject to the same limitations as may be set forth by the Student Fee Regulations.

D. Pre-Funding Requirements
   a. The Center for Student Involvement (CSI) must approve all budget requests.
   b. It is required that the proposal form be properly filled out and submitted to the CSI by the scheduled deadline. Following the passage of the deadline the Speaker will distribute funding proposals to the members of Representative Council, for the purposes of authoring legislation. After approving a student organization’s funding request,
   c. Funding requests shall be heard as outlined in I.5.a.b.c.

E. Student Organization Accountability
   a. Student Organizations shall be held accountable for reporting accurate, truthful, and complete related to their funding request both before and after the request has passed final legislation.
   b. In order to best ensure that student organizations embody the policies required by both the Representative Council and the Student Fee Regulations, all student groups applying for funding shall be required to submit their bylaws to the Council before the first reading of the funding request legislation. Failure to provide an up to date copy of the student organization’s bylaws to the Council will disqualify the funding request for passage by the Council.
   i. Student organizations may offer proof of bylaws by referring Representatives to an online resource that displays them, or
by bringing a copy of said bylaws to the Representative Council meeting in which their funding request bill is heard.

c. In accordance to 50 LCB 01, student organizations must submit a written summary of any event or travel instance which Representative Council has funded. Representative Council may provide a form to student organizations which summarizes the event. This report must be submitted to Representative Council no later than two weeks following the last day of the event or travel instance. If a student organization fails to submit the report within two weeks, the organizations shall be ineligible for Representative Council funding for the remainder of the legislative session in which the request took place and the entirety of the following legislative session.

d. Before final passage of any funding request legislation, Representative Council reserves the right to adjust the amount of funds requested if the student organizations does not apply in a timely manner. This especially applies if the Council is forced to pass the organization’s funding request via special order in order to accommodate the organization’s schedule.

e. Representative Council may choose to waive any or all of these stipulations and penalties by a specific motion as to which stipulation and/or penalty to waive and two-thirds approval of present and voting Council members at the time the bill is first heard.

ARTICLE III - Approval and Amendments of Bylaws

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

B. Override by-laws
   1. A unanimous positive vote of the entire Representative Council shall be required to override the Representative Council Bylaws.

ARTICLE IV – Miscellaneous

A. All legislation must:
a. Be submitted to the Speaker or Legislative Advisor no later than Monday at noon before the next regularly scheduled Council meeting to be added to the agenda.

b. Have a sponsor who is a Representative Council member.

B. Representatives are required to dress business casual at the discretion of the Speaker or Legislative Council President for special events, hearings, and meetings.

C. The Representative Council shall review and question the Election Commissioner appointed by the Executive(s). They shall then nominate the appointed individual for ratification by a 2/3 majority vote of those present and voting of the Legislative Council.

D. The Representative Council must appoint the Executive(s)’ nominee for an executive staff position; the review process is to gain knowledge on the candidate. Representatives may exercise their views on the appointed individual in casting their vote in the Legislative Council ratification.