

Sixty-Second Legislative Council
of the
Associated Students

Begun and held at the University of California at Santa Barbara, in the City of Santa Barbara on the fifth of October, two thousand eleven, in the sixty-second year of our association.

A Bill

To Restructure the EVPSA Office

Whereas: This restructuring will save Associated Students \$1200 in honoraria.

Whereas: The Associated Students should be proactive at bringing itself and current issues to the students, this bill helps the EVPSA do that.

Whereas: The EVPSA Office should act as a cohesive unit.

Therefore let it be enacted by the Associated Students in the Legislative Council assembled:

CC:

Denise Rinaldi

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SECTION 6. ADDITIONAL DUTIES & POWERS OF THE EXTERNAL VICE-PRESIDENT FOR STATEWIDE AFFAIRS

- A) The External Vice-President for Statewide Affairs acts as liaison and official Associated Students' representative to the Federal Government, State Government, UC Regents, System-wide Administration, the UC Student Association, US Students Association, and state and national student coalitions.
- B) The EVPSA shall:
 - 1) Take into consideration the actions of UCSA and USSA along with the recommendations of his/her staff to advocate for UCSB undergraduates on a statewide and national level.
 - 2) Hold a minimum of five (5) office hours per week.
 - 3) Report to Legislative Council a minimum of five (5) times per quarter regarding his/her actions and those of his/her office.
 - 4) Meet a minimum of once per quarter with the:
 - a) A.S. Student Lobby

- b) A.S. Student Initiated Retention and Recruitment Committee Chair(s)
 - c) A.S. Student Commission on Racial Equality Chair(s)
 - d) A.S. Commission on Disability Access Chair(s)
 - e) A.S. Women's Commission Chair(s)
 - f) A.S. Queer Commission Chair (s)
 - g) Improving Dreams Equality Access and Success Chair(s)
 - 5) Make a reasonable effort to attend all UCSA and UC Regents meetings as funds permit.
 - 6) Be empowered to appoint and remove a Chief of Staff, Policy Analyst, National Organizing Director, Statewide Organizing Director, Campus-wide Organizing Director, Press and Outreach Director, and three Special Projects Directors, with the approval of a majority (50%+1) vote of Legislative Council.
 - 7) Manage the activities of the EVPSA office for the express purposes of providing support and fostering leadership development.
 - 8) Work in coordination with the Legislative Council representatives to formulate resolutions in response to state and national issues.
 - 9) Direct all EVPSA office staff.
- C) The Chief of Staff is responsible for organizing and running the External Vice President of Statewide Affairs Office.
- 1) The Chief of Staff shall:
 - a) Shall attend all meetings on behalf of the EVPSA when he/she cannot attend.
 - b) Work with the EVPSA and other staff on statewide and national issues.
 - c) Organize and facilitate weekly staff meetings, monthly all-staff meetings, quarterly retreats, and quarterly staff evaluations.
 - d) Work with the Press and Outreach Director to publicize ~~internship~~ *fellowship* and conference opportunities in the EVPSA Office, as well as be responsible for the selection and organization of delegations to said conferences.
 - e) Work with the EVPSA to interview and appoint ~~interns~~ *fellows*.
 - f) Check in regularly with office staff to provide support and guidance in their work.
 - g) Serve four (4) office hours per week, devoted to management of a productive and effective EVPSA office.
 - h) Report to Legislative Council a minimum of two (2) times per quarter.
 - i) Serve a term of one (1) academic year
- D) The Policy Analyst runs the EVPSA Office think tank for Federal and state legislation, researches policy, and provides guidance around policy issues to the EVPSA office.
- 1) The Policy Analyst Shall:

- a) Remain thoroughly informed on all relevant proceedings, legislation, and policy related to the work of the EVPSA office. This includes but is not limited to:
 - aa) US Congress
 - bb) California State Senate and Assembly
 - cc) UC Regents
 - dd) UC Office of the President
 - ee) UCSB Administration
 - b) Be responsible for producing a weekly policy update to the EVPSA and office staff in the form of both press clips as well as a brief.
 - c) Work in partnership with the EVPSA and Legislative Council to pass resolutions related to national and statewide issues.
 - d) Be responsible for at any ~~interns~~ *fellows*, and conduct a weekly National Policy Advising staff meeting.
 - e) Respond to staff inquiries in a timely manner.
 - f) Report to Legislative Council a minimum of two (2) times per quarter.
 - g) Serve three (3) office hours per week devoted to research.
 - h) Attend all EVPSA staff meetings and quarterly retreats.
 - i) Serve a term of one (1) academic year.
- E) The National Organizing Director will implement and oversee all actions concerning national issues.
- 1) The National Organizing Director shall:
 - a) Act as the primary organizer of Associated Students for lobby activities, campaigns, and anything else related to national affairs.
 - b) Be a voting member of A.S. Student Lobby and attend all Student Lobby meetings.
 - c) Attend all USSA Board of Directors meetings as funds and scheduling permit.
 - d) Be the primary student organizer for USSA campaigns.
 - e) Be responsible for ~~interns~~ *fellows* and conduct a weekly National Organizing staff meeting.
 - f) *Co-chair Organizing Director Meetings with the Statewide Organizing Director.*
 - g) Attend all EVPSA staff meetings and quarterly retreats.
 - h) Serve (3) office hours per week.
 - i) Report to Legislative Council a minimum of two (2) times per quarter.
 - j) Serve a term of one (1) academic year.
- F) The Statewide Organizing Director will implement and oversee all actions concerning statewide issues.
- 1) The Statewide Organizing Director shall:

- a) Act as the primary organizer of Associated Students for lobby activities, campaigns, and anything else related to statewide affairs.
- b) Be a voting member of A.S. Student Lobby and attend all Student Lobby meetings.
- c) Attend all UCSA board meetings.
- d) Shall be the primary student organizer for UCSA campaigns.
- e) Be one of the primary organizers for voter registration and “get out the vote” activities.
- f) Coordinate the logistics for UCSA Board meetings on campus.
- g) *Co-chair Organizing Director Meetings with the National Organizing Director.*
- h) Attend all EVPSA staff meetings and quarterly retreats.
- i) Be responsible for **any** ~~interns~~ *fellows* and conduct a weekly Statewide Organizing staff meeting.
- j) Serve (3) office hours per week.
- k) Report to Legislative Council a minimum of two (2) times per quarter.
- l) Serve a term of one (1) academic year.

~~G) The Campus-wide Organizing Director will implement and oversee all actions concerning campus-wide issues.~~

~~1) The Campus-wide Organizing Director Shall:~~

- ~~a) Act as the primary organizer of Associated Students for lobby activities, campaigns, and anything else related to campus-wide affairs.~~
- ~~b) Be a voting member of A.S. Student Lobby and attend all Student Lobby meetings.~~
- ~~c) Attend all EVPSA staff meetings and quarterly retreats.~~
- ~~d) Be responsible for any interns and conduct a weekly Campus-wide Organizing staff meeting.~~
- ~~e) Serve (3) office hours per week.~~
- ~~f) Report to Legislative Council a minimum of two (2) times per quarter.~~
- ~~g) Serve a term of one (1) academic year.~~

G) The Press and Outreach Director will focus on increasing the EVPSA Office’s visibility.

1) The Press and Outreach Director shall:

- a) Maintain a transparent EVPSA office by actively advertising major campaigns, actions, and lobby efforts through all available sources of media.
- b) Act as the official EVPSA liaison to the Daily Nexus.
- c) Aid the Chief of Staff in publicizing ~~internship~~ *fellowship* and/or volunteer opportunities available in the EVPSA Office.

- d) ~~Host one (1) Grass Roots Organizing Weekend (GROW) per quarter. Work with Student Lobby in hosting Grass Roots Organizing Weekend (GROW)~~
- e) Create, advertise, and organize events about national/ statewide issues.
- f) Attend all EVPSA staff meetings and quarterly retreats.
- g) Be responsible for any ~~interns~~ *fellows* and conduct a weekly Press and Outreach staff meeting.
- h) Report to Legislative Council a minimum of two (2) times per quarter.
- i) Serve three (3) office hours per week.
- j) Serve a term of one (1) academic year.

~~I) The Three (3) Special Projects Director(s) will organize special projects within the EVPSA office.~~

~~1) The Special Projects Directors shall:~~

- ~~a) Coordinate at least two (2) special projects that have been approved by the EVPSA.~~
- ~~b) Be responsible for interns and conduct a weekly Special Projects staff meeting.~~
- ~~c) Report to Legislative Council a minimum of two (2) times per quarter.~~
- ~~d) Serve three (3) office hours per week.~~
- ~~e) Serve a term of one (1) academic year.~~

I) *The Seven (7) Campus Action Liaisons(s) will organize special projects by helping initiate campus actions within the EVPSA office.*

1) The Campus Action Liaisons shall:

- a) *Coordinate at least two (2) special projects per quarter in collaboration with the other Campus Action Liaisons.*
- b) *Be responsible for three (3) Statewide Fellows and attend weekly Organizing Director meetings.*
- c) *Will attend weekly Organizing Director Meetings to collaborate with UCSA and USSA Campaigns.*
- d) *Will focus on targeting all students, and therefore shall target (but will not be limited to) the following areas of student life.*
 - a. *Campus Clubs and Organizations*
 - b. *Athletics*
 - c. *Arts*
 - d. *College of Creative Studies*
 - e. *College of Letters and Sciences*
 - f. *College of Engineering*
 - g. *Greek Organizations*
 - h. *Residential Life.*
- e) *Report to Legislative Council a minimum of two (2) times per quarter.*
- f) *Serve three (3) tabling hours per week.*

g) *Serve a term of one (1) academic year.*

J) The ~~EVPSA Office Interns~~ *Statewide Fellows* shall:

- 1) Work with a staff member assigned to them by the EVPSA office's chief of staff.
- 2) Work on projects to be determined by their assigned staff member, as well as engage in self-initiated work.
- 3) Serve at least three (3) office hours per week.
- 4) Serve a term of one (1) academic year.

ARTICLE IX- HONORARIA

SECTION 1. ELECTED OFFICERS -- ACADEMIC YEAR HONORARIA

A) From Associated Students' funds:

- 1) Each Executive Officer may receive a maximum honorarium of four hundred dollars (\$400.00) per quarter.
- 2) Each Executive Officer must receive full payment of university-assessed undergraduate fees, excluding non-resident tuition and health insurance, for each of Fall, Winter and Spring quarters for his/her term.
- 3) Legislative Council Members may only receive a maximum honorarium in the amount of six hundred dollars (\$600.00) per quarter.
 - a) Proxies that have been approved by the Legislative Council to serve in a Legislative Council position for the entirety of an academic quarter may apply for the quarterly honorarium that is available for the position. Honoraria shall be pro-rated if the proxy is approved after the second Legislative Council meeting of the Quarter.
 - b) The First and Second Representatives Pro-Tempore may request an additional fifty dollars honoraria (\$50.00) per quarter.

SECTION 2. ELECTED OFFICERS -- SUMMER HONORARIA

- A) Legislative Council Members and Executive Officers who are members of summer Legislative Council may receive an honorarium of up to one-third (1/3) of their quarterly honorarium.
- B) During the summer, no more than summer session fee expenses for one full-time student shall be allocated among the A.S. Executive Officers in a manner agreeable to all.
- C) No elected official may receive a summer honorarium who is also receiving a summer internship through Associated Students.

SECTION 3. APPOINTED OFFICERS

- A) Each of the following Appointed Officers may receive a maximum honorarium of six hundred (\$600.00) per quarter.
 - 1 Committee on Committee Chair
 - 1 Finance Board Chair
- B) Each of the following Appointed Officers may receive a maximum honorarium of four hundred fifty dollars (\$450.00) per quarter:
 - 1 Attorney General
 - 1 Business Services Chair
 - 1 Coastal Fund Chair
 - 2 Community Affairs Board Co-Chairs
 - 2 Environmental Affairs Board Chairs
 - ~~1 EVPSA Chief of Staff~~
 - 1 Finance Board Vice Chair
 - 1 IVCRC Internal Chair
 - 1 IVP Chief of Staff
 - 1 IVTU Chair
 - 1 Media Relations Chair
 - 1 Media Relations Graphic Design Chair
 - 1 President Chief of Staff
 - 2 Queer Commission Co-chairs
 - 1 Rally Commission Chair
 - 1 Recycling Chair
 - 2 S.C.O.R.E. Co-chairs

- 1 Student Advocate General Chief of Staff
- 2 Student Lobby Legislative Liaisons
- C) Each of the following Appointed Officers may receive a maximum honorarium of four hundred dollars (\$400.00) per quarter:
 - 2 SIRRC Coordinating Chairs
- D) Each of the following Appointed Officers may receive a maximum honorarium of three hundred fifty dollars (\$350.00) per quarter:
 - 1 Coastal Fund Vice Chair
 - 1 Full-Time Legal Resource Intern
- E) Each of the following Appointed Officers may receive a maximum honorarium of three hundred dollars (\$300.00) per quarter:
 - 1 Academic Affairs Board Chairperson
 - 1 ASIAC Chair
 - 1 Bicycle Improvements Keep Everyone Safe Chair
 - 1 Business Services Vice-Chair
 - 4 Business Services Project Developers
 - 1 Community Affairs Board Childcare Coordinator
 - 2 Community Affairs Board Family Literacy Program Coordinators
 - 2 Community Affairs Board Public Relations Co-Coordinators
 - 1 Community Affairs Board Community Outreach Coordinator
 - 1 Community Affairs Board Vice-Chair
 - 1 Committee on Committees Vice-Chair
 - 5 Coastal Fund Directors
 - 2 Commission on Student Well-Being Co-Chairs
 - 1 CODE Commissioner
 - 1 COPS Chair
 - 1 EVPLA Chief of Staff
 - 1 EVPLA Community Events Coordinator
 - 1 EVPLA Administrative Assistant
 - 1 EVPSA Media Coordinator
 - 1 Human Rights Board Chair
 - 1 Isla Vista Community Relations Vice Chair
 - 1 Isla Vista Community Relations Treasurer
 - 2 Isla Vista Tenants Union Case Managers
 - 1 Isla Vista Tenants Union Vice Chair
 - 1 IVCRC External Chair
 - 1 Office of the Student Advocate Housing Division Director
 - 1 Office of the Student Advocate University Division Director
 - 1 Office of the Student Advocate Director of Public Relations
 - 1 President Administrative Assistant
 - 1 President Legislative Aid
 - 1 Rally Committee Vice-Chair
 - 1 Recycling Vice Chair
 - 1 Recycling Special Events Chair
 - 1 Recycling Out Reach Chair
 - 2 SIRRC Retention Coordinators
 - 2 SIRRC Recruitment Coordinators
 - 1 Technology Services Committee Chair
 - 2 Take Back the Night Co-Chair
 - 1 Womyn's Co-Commissioner
- F) Each of the following Appointed Officers may receive a maximum honorarium of two hundred dollars (\$200.00) per quarter:
 - 1 Academic Affairs Board Vice Chair

1 ASIAC Tech Officer
 2 Business Services Project Researchers
 1 Community Affairs Board Internal Community Coordinator
 1 Community Affairs Board Special Project Coordinator
 2 Community Affairs Board Alternative Break Coordinators
 1 Community Affairs Board Youth Outreach Coordinator
 2 Commission on Student Well-Being External Coordinators
 1 Commission on Student Well-Being Internal Coordinator
 1 Committee on Committees Administrative Advisory Board Liaison
 1 Committee on Committees Academic Senate Liaison
 4 Committee on Committee BCC Liaisons
 3 Committee on Committees Outreach Coordinators
 2 Controllers
 1 Internal Affairs Coordinator
 1 EVPLA Environmental Affairs Coordinator
 1 EVPLA Community Housing Coordinator
 1 EVPLA Community Labor Coordinator
 1 EVPLA Community Safety Coordinator
 1 EVPLA Isla Vista Community Liaison
 1 EVPLA County Liaison
 1 EVPSA Chief of Staff
~~1 EVPSA Campus Organizing Director~~
 1 EVPSA National Organizing Director
 1 EVPSA Press and Outreach Director
 1 EVPSA Statewide Organizing Director
~~1 EVPSA Systemwide Organizing Director~~
 1 Food Bank Chairperson
 1 Food Bank Internal Affairs Chair
 1 Food Bank External Affairs Chair
 1 Herstory Coordinator
 1 Human Rights Board Vice-Chair
 1 IVCRC Publicity and Recruitment Coordinator
 1 Isla Vista Tenants Union Community Outreach Coordinator
 1 IVTU Student Outreach Coordinator
 1 Isla Vista Tenants Union Events/Special Projects Coordinator
 1 Isla Vista Tenants Union Recruitment Coordinator
 1 IVTU Media Relations Coordinator
 2 Internal Project Coordinators
 4 Judicial Council members
 10 Office of Student Advocate Case Workers
 1 Parliamentarian
 1 President Commissioner of Academic Affairs
 1 President Commissioner of Budget and Resources
 1 President Commissioner of Diversity and Equity
 1 President Commissioner of Student Services
 1 President Commissioner of Facilities and Development
 1 President Commissioner of Public Health
 1 President Commissioner of Environmental Sustainability
 1 Queer Commission Internal Coordinator
 1 Queer Commission External Coordinator
 1 Queer Commission Outreach Coordinator
 1 Queer Commission Safe Zone Coordinator
 1 Queer Commission Queerstorian
 1 Rally Committee Event Coordinator
 2 Rally Committee Publicity Coordinators
 1 Rally Committee Recruitment Coordinator
 1 Senior Class Commissioner
 1 SIRRC Financial Coordinator
 1 SIRRC Community Building Coordinator
 1 SIRRC Secretarial Coordinator
 2 SIRRC Media/ Publicity/ Ourstorian Coordinators

- 1 Sub Judicial Council Chair
- 1 Student Lobby Issues Coordinator
- 1 Student Lobby Media Coordinator
- 1 Technology Services Committee Vice Chair
- 1 Womyns Commission Herstory Editor
- 2 Womyns Commission Supporting Coordinators
- 2 IVP Project Coordinators
- 1 Part-Time Legal Resource Intern

G) Each of the following Appointed Officers may receive a maximum honorarium of one hundred dollars (\$100.00) per quarter:

- 1 ASIAC Vice-Chairperson
- 1 ASIAC External Director
- 1 ASIAC Portfolio Analyst
- 1 ASIAC Economic Analyst
- 1 Business Service Book Exchange Chairperson
- 2 Constitution and Bylaws Student at large
- 1 Community Affairs Board Historian
- 1 Community Affairs Board Treasurer
- 1 Community Affairs Board Animal Coordinator
- 1 Community Affairs Board Hunger/Homeless Coordinator
- 1 Community Affairs Board Environmental Coordinator
- 1 Community Affairs Board Senior Citizen Coordinator
- 1 Commission on Student Well Being (COSWB) Publicity Coordinator
- 1 EVPLA Policy Coordinator
- 1 EVPLA Public Relations Coordinator
- ~~1 EVPSA Press and Outreach Director~~
- ~~3 EVPSA Special Projects Coordinators~~
- ~~1 EVPSA Campus-wide Policy Advisor~~
- ~~1 EVPSA National Policy Advisor~~
- ~~1 EVPSA Statewide Policy Advisor~~
- ~~1 EVPSA System-wide Policy Advisor~~
- 1 EVPSA Policy Analyst
- 7 EVPSA Campus Action Liaison
- 1 Food Bank Volunteer Coordinator
- 1 Publicity Coordinator
- 4 Greek Liaisons
- 1 Human Rights Board Events coordinator
- 1 Human Rights Board Outreach Coordinator
- 1 Human Rights Board Publicity Coordinator
- 1 Human Rights Board Treasurer
- 1 IVTU Historian
- 1 Media Correspondence
- 1 Rally Committee Gaucho Locos Liaison
- 1 SCORE Outreach Coordinator
- 1 SCORE Ourstorian
- 1 SCORE Financial Coordinator
- 1 Student Lobby Grassroots Liaison
- 1 Student Lobby Labor Issue Coordinator
- 1 Student Lobby Recruiter
- 1 Student Lobby Treasurer
- 1 Take Back the Night Publicity Coordinator
- 1 Take Back the Night Finance Coordinator
- 1 Take Back the Night On-Campus Coordinator
- 1 Take Back the Night Off-Campus Coordinator
- 1 Technological Services Committee Outreach Coordinator

H) Each appointed A.S. Finance Board member may receive a maximum honorarium of three hundred seventy five dollars (\$375.00) for Fall and Spring quarters. For Winter quarter, each Finance Board member may receive a maximum honorarium of four hundred dollars (\$400.00).

- I) The Elections Committee Chair may receive an honorarium of one hundred fifty dollars (\$150.00) for Fall. For Winter quarter the chair may receive an honorarium of two hundred fifty dollars (\$250.00) and Spring Quarter the Elections Committee Chair may receive a maximum honorarium of four hundred fifty dollars (\$450.00) per quarter.
- 1) Each individual Election Committee member may receive a maximum honorarium of one hundred dollars (\$100.00) in Fall, two hundred fifty (\$250.00) in Winter, and three hundred fifty (\$350.00) in Spring.
 - 2) If there is a special election in Fall quarter, the Elections Committee Chair may receive a maximum honorarium of four hundred fifty dollars (\$450.00) and all Election Committee members may be eligible to receive a maximum honorarium of one hundred dollars (\$100.00).
- J) Each of the following editors of the Bottom Line shall receive a maximum honorarium as indicated:
- Executive Managing Editor-\$700.00
 - Executive Content Editor-\$700
 - Section Editors-\$500
 - Copy Editor-\$400
 - Senior Layout Editor-\$600
 - Layout Editors-\$400
 - Photography Editor-\$500
 - Web Editor-\$600
 - Multimedia Editor-\$450
 - Promotion Director-\$300
 - Distribution Director-\$300
 - One (1) Beat Writer to Report on Student Gov't-\$500
- K) Each of the following appointed officers may receive a maximum honorarium of eight hundred dollars (\$800.00) per quarter:
- 1 Program Board Commissioner
 - 1 Program Board Concerts Coordinator
 - 1 Program Board Deputy Commissioner
 - 1 Program Board Graphics Coordinator
 - 1 Program Board Production Coordinator
 - 2 Program Board Programming Assistants
 - 2 Program Board Publicity Coordinators
 - 1 Program Board Special Events Coordinator
 - 1 Program Board Event Safety Coordinator
 - 1 Program Board Film Coordinator
 - 1 Program Board Lectures/Cultural Arts Coordinator
 - 1 Program Board Tickets Coordinator
 - 1 Program Board Volunteer Coordinator
 - 1 Program Board Digital Media Coordinator
- L) Each of the following appointed officers may receive a maximum honorarium of six hundred dollars (\$600.00) per quarter.
- 2 Program Board Assistant Production Coordinators
 - 1 Program Board Event Safety Assistant
 - 1 Program Board Graphics Assistant
- M) No Appointed Officer shall receive an honorarium exceeding a total of nine hundred dollars (\$900.00) per quarter.

- N) The Committee on Honoraria shall review the rates of compensation in Winter quarter of every even numbered year, and shall make their report in writing to the Legislative Council no later than the ninth (9th) week of that Quarter.
- O) Undergraduate Representatives to Academic Senate Committees or Campus Administrative Committee/ Advisory Board Shall be eligible for up to fifty dollars (\$50) in honoraria, provided they have met the requirements in Article XII Section 1 D or Article XIII D respectively. Executive officers will not be eligible for this, nor will Legislative Council members using said committee to fulfill the requirement of Article VI section 4, D.
- P) The Coastal Fund Vice-Chair shall receive a maximum of three hundred fifty dollars (\$350.00) per academic quarter.
- Q) Summer Honoraria for IVTU:
 - Twelve (12) Week Summer Internship (\$11.50/hr)
 - 1) Shall dedicate at least ten (10) hours a week to Isla Vista Tenant Union or tenant-based issues.
 - 2) Shall dedicate at most fifteen (15) hours a week to Isla Vista Tenants Union or tenant-based issues.
 - 3) Shall serve at least eight (8) consecutive weeks.
 - 4) Shall be required to report back to the Advisor (and Chair if available) at least once a week.
 - 5) Shall write a report and deliver to the Isla Vista Tenants Union no later than the second (2nd) week of school in the Fall on the Summer Internship.
 - Six (6) Week Summer Internship (\$11.50/hr)
 - 1) Shall dedicate at least eight (8) hours a week to Associated Students or student-based issues.
 - 2) Shall dedicate at most fifteen (15) hours a week to Associated Students or student-based issues.
 - 3) Shall serve at least four (4) consecutive weeks.
 - 4) Shall be required to report back to Advisor (and Chair if available) at least once a week.
 - 5) Shall write a report and deliver to the Isla Vista Tenants Union no later than the second (2nd) week of school in the fall on the Summer Internship.

SECTION 4. CONDITIONS FOR RECEIVING HONORARIA

- A) In order to receive an honorarium, each Elected and Appointed Officer must fulfill the job description of his/her position as delineated in the A.S. Constitution, A.S. By-Laws, and any specific assignments made by the Legislative Council. Elected and Appointed Officers shall be required to complete a minimum of six (6) units per quarter and maintain at least a two point zero (2.0) cumulative grade point average during the term of office.
- B) Guidelines for allocating Legislative Council's honorarium are as follows:
 - 1) Twenty percent (20%) of honoraria for that quarter for attendance at Legislative Council Meetings.
 - 2) Fifteen percent (15%) of honoraria for that quarter for holding sufficient office hours, as designated in the A.S. By-Laws.

- a) It will be the responsibility of the Committee on Honoraria for Board and Committee Chairs and the Internal Vice-President and/or First Representative Pro-Tempore to record and follow the amount of office hours held.
 - 3) Twenty percent (20%) of honoraria for that quarter for involvement and attendance at each member's respective committee meetings.
 - 4) Ten percent (10%) of honoraria for that quarter for attendance at each member's respective community meetings.
 - 5) Fifteen percent (15%) of honoraria for that quarter for participating in one of the Council's group projects.
 - 6) Twenty percent (20%) of honoraria for that quarter for conducting the remaining duties and responsibilities as delineated in the A.S. Constitution or A.S. By-Laws.
- C) Guidelines for allocating an Appointed Officer's honorarium are as follows:
- 1) Twenty percent (20%) of honoraria for that quarter for holding regularly scheduled meetings.
 - 2) Twenty percent (20%) of honoraria for that quarter for holding the respective amount of office hours on a regularly scheduled weekly basis, as designated in the A.S. By-Laws.
 - 3) Sixty percent (60%) of honoraria for that quarter for conducting the duties and responsibilities as delineated in the A.S. Constitution or A.S. By-Laws to a satisfactory degree.
- D) Guidelines for allocating an Executive Officer's honorarium are as follows:
- 1) One hundred percent (100%) of honoraria for that quarter for conducting the duties and responsibilities as delineated in the A.S. Constitution or A.S. By-Laws to a satisfactory degree.
- E) All requests for honoraria will first be submitted to the chair or co-chairs of the board, committee or commission. For positions without a chair, requests shall be submitted directly to the Internal Vice President.
- F) The chair or co-chairs of the BCC shall review all requests and then submit their detailed recommendations to the honoraria committee. Because these recommendations cover matters of personnel and are meant only to guide the honoraria committee, they shall be considered private documents and reviewable only by members of the Honoraria Committee.
- G) The Honoraria Committee will then review all requests for honoraria along with their respective recommendations and submit their own recommendations to Legislative Council in the form of minutes.
- H) Amendments to the recommendations made by the Honoraria Committee regarding Legislative Council member's honoraria require a majority (50% + 1) approval of Legislative Council.
- I) It is the responsibility of Legislative Council to approve or deny such an honorarium requisition on the amount of work put into the job, responsibility taken in the position, conditions cited in Section 4,A above, and any other non-political and non-personal reasons.
- J) Upon review of the Honoraria Committee, as appropriate, and approval of Legislative Council, the Internal Vice-President will submit a list of approved honoraria, to the Honoraria Committee advisor for processing of payments. In addition, the Internal Vice-President is authorized to sign all honoraria requisitions.

SECTION 5. PAYMENT OF HONORARIA

- A) Honoraria shall cover the period from the Wednesday of week eight (8) of each quarter until the Friday of week seven (7) of the following quarter. This means that the first (1st) payment period starts on the day that newly elected members are sworn in (week eight (8) of Spring quarter) and covers until when honorarium requests are due (week seven (7) of Fall quarter). The second (2nd) payment period shall cover the period between the Wednesday of week eight (8) of Fall quarter until the Friday of week seven (7) of Winter Quarter. The final payment period will be from the Wednesday of week eight (8) of Winter quarter until the Friday of week seven (7) of Spring quarter.
- 1) In the case of extenuating circumstances, a portion of the honorarium, pro-rated to the current week of the quarter may be paid prior to the above deadline, with a two-thirds (2/3s) approval of Legislative Council.
 - 2) Approvals for honoraria of future quarters may not be obtained. Legislative Council may approve, at its discretion, honoraria requisitions for past quarters during the current fiscal year.
- B) Honoraria requests shall be due to the chair or co-chairs of the committee by the Friday of week seven (7) of each quarter, though the chair may specify an earlier date. The chair or co-chairs will then have to submit their own recommendations to the Honoraria Committee by the Monday of week eight (8). Honoraria Committee will submit their recommendations to Legislative Council on the Wednesday of week eight (8), though in fall and winter quarters the Honoraria Committee may submit their minutes to Legislative Council during week nine (9).
- C) In the case of an officer leaving office, the officer shall be eligible for a pro-rated amount of his/her quarterly honorarium for the time in office.

SECTION 6. DENIAL OF HONORARIA

- A) Any student or member of the general public may request that an officer be denied his/her honorarium, by submitting his/her reasons in writing to the Honoraria Committee Advisor no later than the end of the eighth (8th) week of a quarter.
- B) The Officer in question shall be notified of these charges immediately and shall have one (1) week to answer the charges, in writing, to the Executive Officers.
- C) Based on the substance of the evidence presented, the Honoraria Committee, less any parties in question, shall decide whether to deny or approve payment of the honorarium or any portion thereof by the end of the ninth (9th) week of the quarter.
- D) Payment of honoraria due between the receipt of the request for denial and the time at which the matter is cleared up shall be delayed until after the Committee on Honoraria have announced their decision and A.S. Administration has been notified.

SECTION 7. APPEAL OF HONORARIA DENIAL

- A) Any officer whose honorarium has been denied by Legislative Council or the Committee on Honoraria, with the exception of the Chair or any members of the Judicial Council, may submit a formal appeal to the Judicial Council by the end of the ninth (9th) week of the corresponding quarter.
- B) The appeal must be co-authored by any Legislative Council member and must be seconded by any other Legislative Council member.
- B) It is the responsibility of the Judicial Council Chair to have scheduled an appropriate hearing and to have submitted a decision on any honoraria appeal by the end of the tenth (10th) week of the corresponding quarter. Judicial Council shall have the right to examine the Chair's

recommendations for the plaintiff only, but because these recommendations were made in confidence, the plaintiff will not. Judicial Council shall evaluate if Legislative Council violated Article IX, Section 4 B, C, or D, depending on which is relevant, and Article IX Section 4, G.

SECTION 8. RETROACTIVE HONORARIA

- A) In order to request retroactive honoraria, the individual must first complete the Retroactive Honoraria form found online on the A.S. Official Website or in the A.S. Main Office. Once completed, the requesting individual may email the form to the Committee on Honoraria or turn it in to the A.S. Main Office front desk. After the Committee on Honoraria processes the form, it will be distributed and voted on by Legislative Council, needing a two-thirds (2/3) vote to pass.

Harrison Weber
President of Associated Students

CC:

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