

UNIVERSITY OF CALIFORNIA

SAN DIEGO



THURGOOD
MARSHALL
COLLEGE

STUDENT COUNCIL



**STATEMENT OF PURPOSE
CONSTITUTION
BY-LAWS**

RATIFIED BY THE 2000-2001 TMCSC:
APRIL 26, 2001

AMENDED:
JANUARY 29, 2002
MAY 3, 2002
FEBRUARY 27, 2003
MAY 15, 2003
JUNE 5, 2003
OCTOBER 10, 2003
NOVEMBER 13, 2003
DECEMBER 4, 2003
JANUARY 8, 2004
APRIL 29, 2004

TMCSA STATEMENT OF PURPOSE, CONSTITUTION & BY-LAWS

MAY 13, 2004
OCTOBER 27, 2004
JANUARY 20, 2005
MAY 13, 2005
JUNE 2, 2005
OCTOBER 20, 2005
MARCH 9, 2006
JUNE 1, 2006
FEBRUARY 22, 2007
MARCH 14, 2007
OCTOBER 18, 2007
MAY 1, 2008
MAY 5, 2011
NOVEMBER 10, 2011
JANUARY 19, 2012
JANUARY 26, 2012
FEBRUARY 2, 2012
FEBRUARY 16, 2012
MAY 17, 2012
NOVEMBER 15, 2012
APRIL 18, 2013
MAY 30, 2013
APRIL 30, 2014

Statement of Purpose:

We are first, and foremost, students; therefore it is our responsibility not only to make Thurgood Marshall College Student Council (herein referred to as TMCSO) accessible to student ideas, but also actively pursue the fulfillment of student demands. We accomplish this through:

- **Representation:** by bolstering students needs and wants through our actions.
- **Awareness:** by fulfilling the Thurgood Marshall College (herein referred to as TMC) philosophy through education, motivation, and empowerment of the students in the campus and community.
- **Programming:** by providing cultural, educational, and social events for the students.
- **Community:** by providing council as an arena in which all other TMC organizations may come together to address issues pertinent to the TMC community and the greater UCSD community.
- **Accessibility:** by providing adequate outreach to all constituents to increase student participation and awareness.

TMCSO has several specific responsibilities as the elected and the selected component of the TMC student body, TMCSO is the representative voice of the TMC student body and is responsible for:

1. Expressing student opinion of college, campus, and community issues in the name of its constituents. TMCSO refers back to its constituents to seek out student interests, concerns, and opinions.
2. Advising the Provost and the Dean of TMC on matters of policy concerning TMC.
3. Working in conjunction with all student boards and all organizations of TMC.
4. Coordinating all representatives to all student boards and all organizations of UCSD.

Constitution of Thurgood Marshall College Student Council

Article I. Membership of TMCSO

Section A. Principle Voting Members for TMCSO

1. Elected Members: one member for each of the following positions
 - a. Chair of TMCSO
 - i. Votes only in the case of a tie
 - a. Vice-Chair-Internal
 - b. Vice-Chair-Finance
 - c. Vice-Chair-External
 - d. 2 TMC Senators to Associated Students of UCSD (herein referred to as ASUCSD)
 - e. Director of Programming
 - f. Director of Administration
 - g. Director of Public Relations
 - h. Student at Large Justice Advocate
 - i. Student at Large Imagination Advocate
2. Representatives from TMC Student Organizations to TMCSO
 - a. Active Community at Thurgood Marshall (ACT)
 - b. Cultural Association Uniting Students through Education (CAUSE)
 - c. Thurgood Marshall Television (TMTV)
 - d. Marshall Activities Committee (MAC)
 - e. Commuter Board
 - f. Student Committee on Residential Enhancement (SCORE)
 - g. Transfer Re-Entry Students (TRES)
 - h. TMC Judicial Board
3. Selected Positions:
 - a. Student at Large Diversity Advocate
 - b. Students at Large Scholar and Citizen (must be a Freshman by year)
4. Representative from all campus organizations to TMCSO
 - a. Student Affirmative Action Committee (SAAC)

Section B. Principal Non-Voting Members

1. Principle TMCSO appointed members
 - a. One TMCSO representative to Leadership Committee for Cultural Connection (LC3)
 - b. One TMC Overflow Residential Representative
 - c. One TMC Village Residential Representative
 - d. One TMCSO Electronic Media Coordinator
 - e. One TMCSO First Year representative
 - a. Principle Representatives of TMCSO to campus committees One TMCSO representative to University Centers Advisory Board (UCAB)
 - b. One TMCSO representative to the Bookstore Committee
 - c. One TMCSO representative to the Student Fee Advisory Committee (SFAC)
 - d. Two TMCSO representatives to the Associated Students Concerts and Events (ASCE)
 - e. One TMCSO representative to the Office of Academic Support and Instructional Services (OASIS)
 - f. One TMCSO representative to the Housing, Dining, and Hospitality (HDH) Committee
 - g. One TMCSO representative to Triton Tide
 - h. One TMCSO representative to Student Conduct Standards Group (SCSG)
 - i. One TMCSO representative to the Inter College Resident's Association (ICRA)
 - j. One TMCSO representative to the Student Organized Voter Access Committee (SOVAC)

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- k. One TMCSA representative to the Sports Facility Advisory Board (SFAB)
 - l. One TMCSA representative to the Tritonlink Committee
 - m. One TMCSA representative to the Wellness Cluster Student Advisory Board (WCSAB)
 - n. One TMCSA representative to the Associated Students Environmental Justice Advocacy
4. Principal Representatives appointed by the following organizations to TMCSA when applicable
- a. One representative from Each One Reach One Mentorship Program (EORO)
 - b. One TMCSA representative from Marshallpalooza (MP)

Section C. Ex-officio Members

1. TMC Dean of Student Affairs
2. All TMC Faculty and Staff
3. One student staff representative from residential life (RA)
4. All other registered undergraduate students of TMC

Article II. Council Procedure

Section A. Quorum

1. Quorum shall consist of a majority of current voting members. A quorum must be present to call or close a meeting, to approve the minutes, and to insure binding votes. This shall apply to TMCSA and all TMCSA Committees meetings.

Section B. Meetings

1. TMCSA shall meet once a week on the same day and time each quarter. Any changes to the meeting schedule must be finalized the first week of each quarter.
2. Any additional meetings may be called in accordance with the meeting section of the TMCSA By-Laws (TMCSA Internal By-Laws, Art. III, § A).

Section C. Voting

1. A simple majority vote is needed to decide any issue other than those designated in this constitution or the By-Laws.
2. A quorum must be present to take a binding vote, which must be so noted in the minutes.
3. TMCSA can decide by a 2/3 majority vote to send any issue/case to the Judicial Board for consultation and/or determination.
4. TMCSA may vote by a 2/3 majority to suspend any by-law, except one that requires more than a 2/3 vote for action.

Article III. Committees

Section A. Committees

1. A TMCSA Committee shall be a group formed by TMCSA in order to assist in its business as a governing body; its voting members shall consist of TMCSA members per TMCSA Internal By-Laws (Art. IV).
2. Standing Committees shall exist at all times and shall serve to advise TMCSA. Recommendations made by Standing Committees are subject to approval of TMCSA in accordance with TMCSA By-Laws.
 - a. Finance Committee: The function and powers of the Finance Committee are to advise TMCSA in financial matters and give recommendations on all financial legislation. The committee shall be organized in accordance with TMCSA Internal By-Laws (Art. III, § A.2.a.).
 - b. Internal Committee: The function and powers of the Internal Committee are to advise TMCSA on administrative and legislative matters regarding TMCSA and to ensure that all legislation submitted to TMCSA is in accordance with the TMCSA Constitution and By-Laws. The committee shall review TMCSA Constitution & By-Laws throughout the academic year and be organized in accordance with TMCSA Internal By-Laws (Art. III, § A.2.b.).
 - c. Marshall Actively Programming to Help Integrate Associations (MAPHIA): The function and powers of MAPHIA are to advise TMCSA on matters dealing with

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Marshall programs and organizations. MAPHIA shall facilitate discussion between the organizations in an attempt to maximize cooperation and minimize the repetition of programming. MAPHIA shall be organized in accordance with TMCSO Organization By-Laws (Art. V.).

3. The following committees shall be convened-at the discretion of the committee chair or the chair of TMCSO.
 - a. Joint Selection Committee: The function and powers of the Joint Selection Committee are to select students to TMCSO, as specified in the TMCSO Constitution Article I, and to fill vacant council positions. It shall be convened at necessary times in accordance with TMCSO Internal By-Laws (Art. IV, § D.).
 - b. Elections Committee: The function and powers of the Elections Committee is to hear accusations of election policy violations brought to them by the TMCSO Elections Manager as stated in the TMCSO Election By-Laws (Art III. § B.).
 - c. TMC Organization Status Committee: Shall be co-chaired by the Vice Chair Internal and the Director of Programming. The function and powers of the Marshall Organization Status Committee are to recommend to TMCSO changes in the status of TMCSO Commissions, TMC Community Groups, and TMC Student Organizations as stated in the TMCSO Marshall Organization By-Laws (Art. III § A.).
 - d. Additional Select Committees may be created by a majority vote of voting members in TMCSO in accordance with TMCSO Internal By-Laws (Art. IV, § E).

Article IV. Constitution Procedures

Section A. Supremacy

1. This Constitution shall be the basis for the functions and powers of TMCSO and shall be superior to and work in conjunction with TMCSO By-Laws.

Section B. Distribution

1. A current copy of this Constitution must be kept by the Chair of TMCSO, the Vice-Chair Internal of TMCSO, the Director of Administration of TMCSO and the TMC Dean of Student Affairs at all meetings. A current copy of the Constitution must be given to all members of TMCSO by turn-over

Section C. Initiatives & Referendum

1. Any Initiative may be placed before the students of TMC if a petition consisting of signatures from no less than 10% of the current TMC student body is presented to the chair of TMCSO and the TMC Dean of Student Affairs. An election on the Initiative must be conducted within 10 academic weeks of the presentation of the petition.
2. Any Referendum may be placed before all students of Marshall by a 2/3 vote of TMCSO, who shall be responsible for conducting the election.
3. Any Initiative or Referendum that involves TMCSO financial matters including, but not limited to, student fees and funding of TMC organizations, must receive a simple majority of no less than 15% of TMC students in an election.
4. For all Initiatives or Referendum that meet the aforementioned requirements, TMCSO must equally fund pro and con campaigns-
5. All Initiatives and Referendum elections shall be governed by the policies stated in the TMCSO Elections By-Laws.

Section D. Recall

1. Any recall of an elected member of TMCSO shall be considered if a petition consisting of signatures from no less than 10% of the current TMC student body is presented to the chair of TMCSO and the TMC Dean of Student Affairs. An election on the issue must be conducted within 10 academic weeks of the presentation of the petition.
2. If a simple majority of the students who vote in the recall election favor removing the elected officer, then TMCSO shall remove the member from office.
3. All recall elections shall be governed by the policies stated in the TMCSO Elections By-Laws.

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Article V. TMCSO Student Government Sovereignty

Section A. Relation to ASUCSD

1. TMCSO shall work in conjunction with ASUCSD in furthering the good of TMC and all UCSD students. Nevertheless, TMCSO shall remain a sovereign student government body.
2. A 2/3 vote of this Council shall be necessary to ratify amendments to the ASUCSD Constitution.

Section B. TMCSO Senators to ASUCSD

1. TMCSO Senators are recognized as both ASUCSD officers and TMCSO Student Government officers. Since TMC students elect them, senators will primarily report to TMCSO from ASUCSD. TMCSO reserves all rights to determine their job descriptions, appointments, and removals.

Section C. Spring Elections

1. TMCSO shall work with ASUCSD to facilitate the election of TMCSO members. Nevertheless, TMCSO Election By-Laws maintain direct jurisdiction in TMC. TMCSO must formally accept the results of the Spring Elections to seat its newly elected members.

Article VI. Ratification and Amendment

Section A. Ratification

1. In order for this Constitution to take effect it must be approved by a 3/4 vote of TMCSO. The accompanying TMCSO By-Laws must also be passed as specified in TMCSO By-Laws.
2. Upon ratification of this Constitution and accompanying By-Laws, both documents will take effect immediately.

Section B. Amendment

1. Amendments to this Constitution must be made in accordance with Art. IV, § C, of the Internal By-Laws.

Internal By-Laws of Thurgood Marshall College Student Council

Article I. Purpose

Section A. Purpose of Internal By-Laws

1. These By-Laws shall be created and modified in order to provide structure to positions and procedures of Thurgood Marshall College Student Council (herein referred to as TMCSO)-

Article II. Membership and Position Responsibilities

Section A. General Councilmember Responsibilities

1. All TMCSO members must, in addition to their specific duties, represent the goals and philosophy of Thurgood Marshall College (herein referred to as TMC), demonstrate integrity and leadership in all matters, adhere to the procedures as described by TMCSO Constitution and By-Laws, adhere to attendance policies, participate in the activities of the group, and serve, when necessary, on committees as prescribed by TMCSO. Council members may only hold one voting position at a time. Additionally, Council members must be TMC students with a cumulative G.P.A. of 2.5 or above (to be confirmed quarterly by the Director of Administration and the Dean's Office).

Section B. Member Contract of Service

1. All TMCSO members (except ex-officio members) shall agree to and sign a copy of the following Agreement of Service and the appropriate TMCSO By-Laws job description by their second TMCSO meeting.
 - a. "I (Name), willfully embrace the responsibilities of serving as a TMCSO member as outlined by the TMCSO Constitution and By-Laws and understand the specific duties of my position. Furthermore, I understand the policies of this Council and will do my best to act for the betterment of all TMC students at all times."
2. Copies of the signed contracts shall be kept by the Director of Administration.

Section C. Specific Position Responsibilities

The positions and responsibilities of TMCSO members include, but are not limited to, the following:

1. Chair
 - a. Shall preside over all TMCSO meetings
 - b. Shall serve as a spokesperson for TMCSO
 - c. Shall prepare an agenda for each TMCSO meeting
 - d. Shall vote only in the event of a tie
 - e. Shall serve as a liaison to other Council Chairs/Presidents
 - f. Shall work with the Vice-Chair-Finance to produce both a Preliminary and Actual TMCSO Budget (TMCSO By-Laws Art. V, § A) Shall make decisions regarding meeting changes and subsequently inform all TMCSO members no later than a week prior to the next meeting of the changes
 - g. Shall schedule weekly meetings with the Dean of TMC
 - h. Shall oversee weekly cabinet meetings with the Vice Chairs, Directors, Students at Large, and Senators
 - i. Shall act as the TMCSO liaison to the Provost's Office and inform both units on issues pertinent to student affairs
 - j. Shall oversee and appoint the representatives from TMCSO to campus wide committees when necessary
 - k. Shall sit as an ex-officio on Associated Students of UCSD (herein referred to as ASUCSD)
 - l. Shall plan the fall retreat with the Vice-Chair-Internal

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- m. Shall have served on TMCSO as a Voting Member, Principal Non-Voting Member, or a Principal Representative (TMCSO Constitution, Art. I) for at least 2 quarters prior to being elected as TMCSO Chair
- n. Shall be elected by a plurality in the AS and College Council Spring elections

2. Vice-Chair-Internal

- a. Shall serve as Chair of TMCSO in the absence of the Chair
- b. Shall work with the Chair of TMCSO in coordination and administration of TMCSO meetings
- c. Shall chair the Joint Selection Committee
- d. Shall chair the Internal Committee
- e. When applicable, shall co-chair the TMC Organization Status Committee with the Director of Programming
- f. Shall assist the Chair in overseeing weekly cabinet meeting.
- g. Shall work with the Chair of TMCSO to organize TMCSO retreats
- h. Shall have served on TMCSO as a Voting Member, Principal Non-Voting Member, or a Principal Representative (See TMCSO Constitution, Art. I) for at least 2 quarters prior to being elected as TMCSO Vice-Chair-Internal
- i. May hold another non-voting position on TMCSO, other than chair
- j. Shall be elected by a plurality in the AS and College Council Spring elections

3. Vice-Chair-Finance

- a. Shall chair the Finance Committee
- b. Shall work with the Chair of TMCSO to create a Preliminary and Actual Thurgood Marshall College Budget
- c. Shall provide a current budget to all members of TMCSO and the Dean at least twice a quarter
- d. Shall chair the Finance Committee and make a recommendation to TMCSO on each funding request
- e. Given available resources, shall make TMCSO funding request forms-easily accessible to all TMC students.
- f. Shall notify persons and organizations requesting funds of the decision made by TMCSO and shall be responsible for quarterly follow-ups on the allocations.
- g. Shall ensure that parties are aware of and abide by the financial By-Laws stated in Art. V of the TMCSO By-Laws
- h. Shall serve as a voting member on the Grant Review Panel for the TMCSO impACT Grant as stated in the impACT Grant By-Laws (Article II, Section C, 1,ii)
- i. Shall attend weekly cabinet meetings
- j. Shall have served on TMCSO as a Voting Member, Principal Non-Voting Member, or a Principal Representative (See TMCSO Constitution, Art. I) for at least 2 quarters prior to being elected as TMCSO Vice-Chair-Finance
- k. May hold another non-voting position on TMCSO, other than chair
- k. Shall be elected by a plurality in the spring AS and College Council elections

4. Vice-Chair-External

- a. Shall create campaigns and programs to highlight and vitalize the TMC philosophy of student activism and citizenship.
- b. Shall meet with the External Office to collaborate on bringing university-wide, state-wide, and nation-wide campaigns to the Marshall students.
- c. Shall put on at least one project in conjunction with any other student organizations on UCSD campus per quarter.
- d. Shall meet with the TMC Dean of Student Affairs once a quarter to discuss external issues that pertain to students

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- e. Shall meet with the Director of Public Relations at least once a quarter and when needed for publicizing projects
- f. Shall collaborate with external representatives from other college councils
- g. Shall oversee the impACT Grant as specified in the TMCSO impACT Grant By-Laws, Art. II, § A, B, C, D, and E; Art. IV § A.
- h. Shall have served on TMCSO as a Voting Member, Principal Non-Voting Member, or a Principal Representative (see TMCSO Constitution Art. I) for at least two quarters prior to being elected as TMCSO Vice-Chair of External.
- i. Shall attend weekly cabinet meetings. May hold another non-voting position on TMCSO, other than Chair.
- j. Shall be elected by a plurality in the spring AS and College Council elections.

5. ASUCSD Senators (2)

- a. Shall represent the interests, goals and philosophy of TMC to ASUCSD
- b. Shall act as liaisons between TMC, TMCSO, and ASUCSD
- c. Shall fulfill the duties of Senator as detailed in the ASUCSD and TMCSO Constitution and By-laws
- d. Shall serve as voting members on a TMCSO standing committee
- e. Shall attend weekly cabinet meetings. f. May hold another non-voting position on TMCSO, other than Chair
- g. Shall be required to complete at least one project that benefits the TMC students per quarter
- h. Shall have served on TMCSO as a Voting Member, Principal Non-Voting Member, or a Principal Representative (see TMCSO Constitution Art. 1) for at least one quarter prior to being elected as ASUCSD Senators
- i. Two senators shall be elected by a plurality vote in the AS and College Council Spring elections

6. Director of Programming

- a. Shall serve as Chair of MAPHIA (Marshall Actively Programming to Help Integrate Associations) and shall carry out duties in accordance with the board's wishes
- b. When applicable, shall co-chair the TMC Organization Status Committee with the Vice Chair Internal
- c. Shall have weekly meetings with the Coordinator of Student Activities
- d. Shall serve as a voting member on a TMCSO standing committee
- e. Shall attend weekly cabinet meetings. Shall oversee and manage the Students at Large
- f. Shall serve as a voting member on a TMCSO standing committee
- g. May hold another non-voting position on TMCSO, other than chair
- h. Shall serve as a voting member on the Grant Review Panel for the TMCSO impACT Grant as stated in the impACT Grant By-Laws (Article II, Section C, 1,ii)
- i. Shall be elected by a plurality in the spring AS and College Council elections

7. Director of Administration

- a. Shall be in charge of attendance and minutes at every General Body meeting
- b. Shall provide a copy of attendance and minutes to the TMCSO listserve and both the Dean and Provost of TMC within three days of the previous meeting
- c. Shall oversee administrative duties of TMCSO
- d. Shall be responsible for bringing any attendance violation to the attention of the TMCSO Vice-Chair-Internal
- e. Shall act as the complainant if TMCSO is considering disciplinary action against a member due to attendance violations
- f. Shall serve as a voting member on a TMCSO standing committee
- g. Shall attend weekly cabinet meetings. May hold another non-voting position on TMCSO, other than chair

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- h. Shall be elected by a plurality in the AS and College Council spring elections

8. Director of Public Relations

- a. Shall work to ensure the visibility and transparency of TMCSA to the TMC community
- b. Shall be responsible for communicating issues between the TMC community and TMCSA
- c. Shall coordinate publicity regarding TMCSA events with the Director of Programming and Students at Large
- d. Shall coordinate publicity with TMC organizations to encourage TMC community awareness and ensure that all events are ~~du~~ publicized
- e. Shall work with the TMCSA Electronic Media Coordinator to update and bring awareness to the TMCSA website
- f. Shall serve as a voting member on a TMCSA standing committee
- g. Shall attend weekly cabinet meetings
- h. May hold another non-voting position on TMCSA, other than chair
- i. Shall be elected by a plurality in the AS and College Council spring elections

9. Student at Large

- a. Shall be assigned to the Director of Programming
- b. As a collective body, Student at Large members shall work together to keep the Marshall student body informed on issues such as the TMCSA budget, national elections, and the various new or continuing developments on campus and/or surrounding community
- c. Each Student at Large is responsible for coming up with an individual project aimed at the betterment of Marshall students to be completed during his or her term
- d. Shall attend weekly cabinet meetings
- e. May hold another non-voting position on TMCSA, other than chair
- f. Shall be elected by the TMC students in the Spring ASUCSD elections
 - i. Justice Advocate
 - a. Shall complete at least-two projects with the intent of informing students about issues of local, national or global importance
 - b. Shall coordinate with the Associate Vice-President of Student Advocacy's office to ensure that students are informed of their rights
 - ii. Imagination Advocate
 - a. Shall be the official TMCSA liaison to the Marshallpalooza Committee
 - b. Shall attend MAPHIA meetings and coordinate programming with organization chairs
 - c. Shall work in conjunction with the Coordinator of Student Activities
 - d. Shall be the official TMCSA liaison to the Marshall Week committee and shall coordinate the TMCSA program for Marshall Week
 - e. Shall be responsible for archiving the year of TMC in an accessible medium
 - f. Shall promote TMC spirit by designing and overseeing the distribution of TMC apparel
 - g. Shall be Joint selected no later than 5th week fall quarter
- i. Scholar and Citizen
 - a. Shall work directly with the Provost's office on promoting the Gompers and Preuss Schools
 - b. Shall be responsible for putting on at least one community service project per quarter, specifically designed to connect TMCSA with the greater San Diego community

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- c. Shall be responsible for coordinating with the DOC office in promotion of Marshall events, history, and philosophy
 - d. Shall be a first year when appointed
 - e. Shall serve as a voting member on the Grant Review Panel for the TMCSO impACT Grant as stated in the impACT Grant By-Laws (Article II, Section C, 1,ii)
 - ii. Diversity Advocate
 - a. Shall coordinate the TMCSO booth at Cultural Celebration
 - b. Shall work to inform students of events going on through the Associate Vice President of Diversity Affairs office
 - c. Shall put on at least one project per quarter to promote Diversity awareness
- 10. TMC Overflow Residential Representative**
 - a. Shall be responsible for representing the-TMC students that are housed on other college campuses
 - b. Shall work with the Director of Programming to coordinate at least two events that are targeted toward-TMC students living on other college campuses
 - c. Shall be in charge of distributing publicity regarding TMCSO and TMCSO affiliated events on-other college campuses
 - d. Shall come up with innovative ways to conduct outreach to fellow TMC students
 - e. The Marshall-Revelle Residential Representative will be joint-selected no later than 5th week Fall, and must be a Marshall student that is housed on another college campus.
 - f. May hold another non-voting position on TMCSO, other than chair.
- 11. Electronic Media Coordinator
 - a. Shall be responsible for creating, maintaining and updating the TMCSO website
 - b. Shall work to maintain the security, appropriateness and integrity of the TMCSO website
 - c. Shall be responsible for maintaining the TMCSO list-serve
 - d. Shall work to use Electronic Media to facilitate the goals of TMCSO
 - e. Shall submit reports about the website and traffic on the site at least three times a quarter
 - f. Shall work with the Director of Public Relations to make all TMC Students aware of the TMCSO website
 - g. May hold another non-voting position on TMCSO, other than chair
 - h. Shall be appointed by Joint Selection no later than the 5th week of Fall Quarter.
 - i. Shall serve as a voting member on a TMCSO standing committee
 - j. The Electronic Media Coordinator position may remain unfilled if no students apply for the position.
- 12. Dean of Students
 - a. Shall act as the advisor to TMCSO, serving as an informational source for TMCSO in all matters
 - b. Is a non-voting member of TMCSO
- 13. Principal Representative
 - a. Shall be appointed by the TMCSO Joint Selection Committee, the Chair of TMCSO, or the group they represent.
 - b. Shall be appointed to committees or organizations listed in the TMCSO Constitution.
 - c. Shall serve as voting members on a TMCSO standing committee.

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- d. May hold another non-voting position on TMCSO, other than chair

14. First-Year Representative

- a. Shall be a first-year when appointed
- b. Shall represent the interests, goals, and philosophy of TMC and the college community on the First-Year Council
- c. Shall represent the interests and needs of the TMC first-years
- d. Shall assist the TMC Overflow Representative in their attempts to conduct outreach to Marshall students living on other college campuses
- e. Shall serve as a voting member on a TMCSO standing committee
- f. May hold another non-voting position on TMCSO, other than Chair
- g. Shall be appointed no later than 5th Week of Fall Quarter

17. TMC Village Residential Representative

- a. Shall be responsible for representing the Marshall students that are housed in the UCSD Village campus
- b. Shall work with the All-Campus Transfer Association (ACTA) and, if necessary, the Director of Programming to coordinate at least one event each quarter of the academic year that are targeted toward Marshall students living on the Village campus
- c. In addition to coordinating events, the Marshall-Village Residential Representative will be in charge of distributing publicity regarding TMCSO and TMCSO affiliated events on the Village campus
- d. Shall come up with innovative ways to conduct outreach to fellow Marshall students residing on the Village campus
- e. Shall be joint-selected no later than 5th week Fall quarter, and must be a Marshall student that is housed in the Village campus
- f. The official term of the Marshall-Village Residential Representative shall last from the 5th week of fall quarter until the 5th week of fall quarter of the next consecutive school year
- g. Shall become a voting member in ACTA by attending the first three consecutive ACTA meetings of their term
- i. Must maintain voting membership in ACTA by attending at least the majority of meetings for the term
- h. Shall be a non-voting member, and may hold another non-voting position on TMCSO, other than Chair

Article III. Council Procedures

Section A. Meetings

1. Full Council Sessions

- a. Additional meetings may be called by any three members upon submission of a written request to the Chair at least two academic days in advance. Such a meeting may be canceled if there is not sufficient business according to the opinion of the Chair and Vice-Chair-Internal and the Dean of TMC.
- b. Emergency meetings can be called upon agreement between the Chair of TMCSO and other council members or the Dean. Should any member be confronted with what he/she deems an emergency, he/she must call an emergency meeting of the TMCSO to take any immediate action necessary, within one academic day.
- c. Non-council members may submit issue discussions to TMCSO in the following manner: submission of the issue to be discussed with the Chair of TMCSO and subsequent placement of the item on the agenda, or upon agreement of the majority of the members present.
- d. Unless otherwise specified in the TMCSO Constitution and By-Laws all meetings of TMCSO shall follow Robert's Rules of Order.

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2. Executive Sessions
 - a. A closed TMCSO session is limited to TMCSO members. Ex-officio members and members of the public may be individually allowed present by a 2/3 TMCSO vote if their presence pertains to subjects to be discussed.
 - b. TMCSO may hold a meeting or part of a meeting in executive session upon a 2/3 vote. An executive session may be called when the topic of discussion is such that it may be problematic for non-council members to be present or when selections for positions are being made. The agenda for closed sessions shall be approved in open sessions and no further items shall be considered.
3. Records of Meetings
 - a. TMCSO shall provide recordings of each meeting in the form of minutes to be taken by the Director of Administration. Minutes must be distributed no later than three days after the meeting
 - b. Minutes must be accepted by a 2/3 council vote.
 - c. Minutes of executive sessions may be marked "Confidential." TMCSO shall decide by a 2/3 vote who shall have access to confidential files. Members may choose, by a 2/3 vote, to forego minutes during an executive session.

Section B. Attendance

1. Attendance at all TMCSO meetings is mandatory for all Voting Members and Principal Non-Voting Members.
 - a. Roll call will be taken at the beginning and end of every meeting
 - b. Half absences will be given for missing one of the two roll calls. Half absences are only available to TMCSO members who turn in a written report or who deliver their report to TMCSO in person before leaving.
2. All TMCSO members must attend the council retreats, committee meetings, and particular organizational meetings corresponding to their position.
3. Unexcused absences within Internal and Finance Committees are considered half absences.
4. Each member is allowed 3 unexcused absences and 2 excused absences per quarter including both general meetings and committee meetings.
5. Fully excused absences are given in the case of an exam conflict, personal crisis, medical emergency, or work required to fulfill one's TMCSO duties. Examples of unacceptable absences are studying for a test, club/organizational conflicts, and work conflicts.
 - a. When absences are expected at a TMCSO meeting, the Director of Administration must be notified at least 24 hours in advance and a written report regarding the council member's assigned organization or committee must be given to the Chair in order for the absence to be excused.
 - b. When absences are expected at a committee meeting, the Director of Administration and chair of the committee must be notified at least 24 hours in advance in order to ensure an excused absence.
 - c. In emergency situations, the Director of Administration should be notified as soon as possible in order to ensure an excused absence.
 - d. Members who must take a class during TMCSO meeting times must submit a copy of their class schedule as well as all offered class options. Discretion of absence will be decided in a meeting, set up by the member, with the Director of Administration and Dean of Student Affairs.
 - e. Members who miss TMCSO meeting(s) due to class conflict must submit a report to the Director of Administration every week.
6. When an individual exceeds their allowed unexcused absences per quarter or violates these attendance rules in any other way, TMCSO may decide disciplinary measures in accordance with the Discipline Section, Art. III, §C of the TMCSO By-Laws.

Section C. Discipline/Removal from Office

1. For members of TMCSO excluding the Chair: If any member of TMCSO feels that another member of TMCSO has purposely acted in defiance of the TMCSO Constitution or By-Laws they must report it to the Chair and the following steps shall be taken:

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- a. The Chair must schedule a meeting with the said accused, the Chair and the Dean. During the meeting between the Chair, the Dean and the said accused, the Chair may decide on disciplinary measures he/she feels is appropriate, except for removing the person from office AND as long as the Dean approves the Chair's decision. If this meeting settles the situation, it is under the discretion of the Dean whether or not to report the situation and its outcome to TMCSO (the Dean's report of the situation may also remain nameless).
 - b. In the case that the meeting with the Dean and the Chair does not settle the situation, it shall be brought to the TMCSO for review. TMCSO shall request statements from both the complainant and the accused and may request any other information considered pertinent. The accused has the right to review the complaint, present a vigorous defense, to be limited by the discretion of the Chair of the removal proceedings. TMCSO may take a disciplinary measure including, but not limited to, the removal of office by a 2/3 vote. (If the chair is the complainant, the meeting shall be run by the TMCSO Vice-Chair-Internal during the considerations of this issue.)
2. For the Chair: If any member of TMCSO feels that the Chair of TMCSO has purposely acted in defiance of the TMCSO Constitution or By-Laws they must report it to the Vice-Chair-Internal and the following steps should be taken:
 - a. The Dean shall schedule a meeting with the Chair (the accused), one TMC Senator and one Director (both to be appointed by the Dean) in which the Senator and the Director may decide on disciplinary measures except for removing the Chair from office. The Dean must approve of the disciplinary action. Due to a conflict of interest, the Vice-Chair-Internal should not be present at this meeting.
 - b. In the case that the meeting with the Dean does not settle the situation, it shall be brought to TMCSO for review and the same step as Part 1b, of this same section shall be followed, however the most senior (by years on council) senator shall chair the meeting during the consideration of this issue.

Section D. Filling Vacancies

1. In the case that a voting member position is not filled because no candidates are elected to the position in spring elections, the position (excluding chair) will be appointed through a Joint Selection Committee as specified in Art. IV § D of the TMCSO Internal By-Laws by the fifth week of Spring Quarter.
2. In the case that a voting member of council is removed from office or resigns at any time during his/her term, a replacement must be chosen by a Joint Selection Committee as specified in the TMCSO Internal By-Laws, Art. IV § D within 1 month of the removal or resignation.
3. In the case that a non-voting member of council is removed from office or resigns at any time, TMCSO may decide with a 2/3 vote as to whether the position should remain vacant or to fill the position through a Joint Selection Committee as specified in the TMCSO Internal By-Laws, Art. IV § D.
4. In the case of a new or temporary all campus committee, the Chair is empowered to make appointments. All Chair appointments require the approval of a majority of TMCSO at the first meeting following the appointment.
5. In the case that the Chair of TMCSO is removed or steps down from the position of Chair, the Vice-Chair-Internal will take over the duties of Chair.
 - a. If for some reason the Vice-Chair-Internal is also unable to serve as Chair at that time, a Special Committee will be formed automatically, without requiring the approval of 2/3 of voting members present. The most senior senator (as determined by years served on council) will serve as chair of this committee and the approval of the committee members shall follow TMCSO Internal By-Laws Art. IV § A.

Section E. TMCSO Website

1. Shall be funded by the TMCSO Operating Budget
2. All council members must submit reports to the Electronic Media Coordinator to be added to the website when any issue of action or public interest occurs, or by the following schedule:
 - a. Chair: 5 times a quarter

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- b. Voting Members: 3 times a quarter
- c. Non-voting Members: 1 time a quarter
3. The Electronic Media Coordinator shall submit reports to TMCSO three times a quarter regarding the progress of, and traffic on, the TMCSO website.

Article IV. Committees and Commissions

Section A. Committee Procedures

1. All Voting Members, Principle Non-Voting Members, and Principle Representatives shall be appointed to one standing committee. Appointments to standing committees shall be made by the Chair of TMCSO in conjunction with the Chair of that committee.
2. All members of TMCSO shall be ex-officio members of committees on which they do not vote.
3. Recommendations made by a quorum of a standing committee shall be formal recommendations. Recommendations made in the absence of a quorum shall be informal recommendations.
4. Formal recommendations shall be presented to TMCSO at the following general body meeting. Formal recommendations shall be binding unless 3/5 of TMCSO vote to pull the recommendation from the committee and debate it on the Council floor.
5. Informal recommendations shall be presented to TMCSO at the following general body meeting, and they shall be debated on the floor and be subject to the approval of TMCSO.

Section B. Finance Committee

1. Shall be chaired by the Vice Chair of Finance of TMCSO
2. Shall be comprised of the following voting members
 - a. At least 2 voting members of Council ~~at large~~
 - b. At least one Student at Large
 - c. At least one ASUCSD senator
 - d. All other members of TMCSO appointed to the committee
3. All members must disclose any relations to organizations seeking allocations through funding requests prior to Finance Committee hearings.
4. The Chair of the Finance Committee votes only in case of a tie.
5. The Chair of the Finance Committee will appoint someone at each meeting to record minutes.
6. The Finance committee shall utilize the non-binding point system when evaluating funding requests. The criteria for the point system may be changed by a majority vote of the Finance committee.
7. Any disbursements that require the submission of funding requests, as stated in Article V of these bylaws, must be presented to the Finance Committee. The committee shall make formal or informal recommendations, within 7 days of receiving the funding request, in accordance with TMCSO Internal By-Laws, Art. V, § A, 3.
 - a. Organizations and individuals seeking allocations through funding requests for an event, seminar or conference must file funding requests with the Vice Chair of Finance at least two weeks prior to the date of event in question is to take place.
 - b. In order to allow adequate time to convene Finance committee, the Vice Chair of Finance may create a weekly submission deadline for funding requests. This time must be clearly stated on the TMCSO funding request application.
 - c. The Vice Chair of Finance has the authority to reschedule Finance committee hearings if the Funding Request Application missed the weekly submission cutoff or is deemed to be incomplete.
 - d. The Vice Chair of Finance has the right to refuse any funding requests that do not abide by TMCSO Internal By-Laws, Art. IV, § B, 6a.
8. The Chair of the Finance Committee must set a consistent meeting time for the committee. If there is a change in the meeting time the Chair of the committee must notify members no later than 3 days in advance.

Section C. Internal Committee

1. Shall be chaired by the Vice-Chair-Internal of TMCSO
2. Shall be comprised of the following voting members:

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- a. At least two voting members of TMCSO ~~at large~~
 - b. At least one Student at Large
 - c. At least one ASUCSD Senator
 - d. All other members of TMCSO appointed to the committee
3. The Chair of the Internal Committee votes only in case of a tie.
 4. The Chair of the Internal Committee will appoint someone at each meeting to record minutes.
 5. Proposed resolutions and amendments to the Constitution or By-Laws or the ASUCSD Constitution must be presented to the Internal Committee, which shall make a recommendation on all said proposals in a timely manner. All recommendations on the TMCSO or ASUCSD Constitution shall be informal recommendations of the Internal Committee and require a 2/3 TMCSO vote to pass. §A, Subsection 3 of this Article shall be considered inferior to this subsection.

Section E. Joint Selection Committee

1. Shall be chaired by the Vice-Chair-Internal of TMCSO
2. Shall be responsible for the appointment of TMCSO members specified in Art. I, § B of the Constitution and of members to TMCSO not elected by TMC (excluding Chair) or as otherwise specified by these By-Laws.
3. Appointments made by the Joint Selection Committee shall not need approval by TMCSO.
4. The Joint Selection Committee's voting members shall be determined by the Chair and Vice-Chair-Internal, who may not deny any council member the privilege of serving on the committee, unless for necessary and compelling reasons. The committee shall consist of the following:
 - a. One of the three directors
 - b. One ASUCSD senator
 - c. One Organizational Representative
 - d. Four other members of TMCSO.
5. Joint Selection Committee meetings shall be considered closed session and shall not warrant minutes. All votes will be conducted by the Chair of the Joint Selection Committee
 - a. All appointments must be approved by a simple majority of the members on the Joint Selection Committee.
 - b. The Chair of the Joint Selection Committee does not vote unless there is a tie.

Section F. Additional Select Committees

1. TMCSO may convene a Select Committee not enumerated in the Constitution or By-Laws by a majority motion of TMCSO. Such a motion must specify a task to be completed by the committee, the composition of the committee, and the manner in which members will be appointed to the committee.

Article V. Finance

Section A. Budget

1. The budget must be passed by a simple majority vote of TMCSO two weeks after the Chair of TMCSO and the Vice Chair of Finance receive the amount of income TMCSO will receive for that year.
2. Reserves Account:
 - a. TMCSO shall maintain a mandatory reserve fund of no less than \$5,000 or 5% of the TMC activity fee income, whichever is more.
 - b. Funds in the reserves account may not be spent unless authorized by a 3/4 vote of TMCSO.
 - c. All remaining money in the reserves account at the end of the fiscal year must roll over into the same reserves account and does not become a part of the general council's budget.
3. The budget must include funding for TMC Organizations (TMCSO Internal By-Laws, Art. V, § B), TMC Annual Events (TMCSO Internal By-Laws, Art. V, § C), Allocation of Funds through Funding Requests (TMCSO Internal By-Laws, Art. V, § D), TMCSO Operational Costs (TMCSO Internal By-Laws, Art. V, § E), Council Projects (TMCSO Internal By-Laws, Art. V, § F) and Permanent Equipment Fund (TMCSO Internal By-Laws, Art. V, § G).

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Section B. TMCS SC Funding Restrictions

1. In order to adhere to University policy, State, and Federal laws, TMCS SC is prohibited from using student activity fees to purchase and fund certain items and events. In addition to such policies, TMCS SC has proscribed funding for additional items in order to ensure efficient usage of funds. These restrictions apply to all organizations, entities, and individuals receiving TMCS SC allocations.
2. TMCS SC and all organizations, entities, and individuals receiving TMCS SC funding are prohibited from making the following expenditures:
 - a. Alcohol
 - b. Controlled/illegal substances
 - c. Firearms
 - d. Direct monetary donations
 - e. Fines or violations
 - f. Scholarships
 - g. Association or membership dues
 - h. Food for General Body Meetings
 - i. Any other items that violate university policy, Stat, or Federal laws
3. Should any organization, entity, or individual be found in violation of the policies mentioned in this section, the reimbursement will not be processed and future funding from TMCS SC may be jeopardized.

Section C. TMC Organization Funding

1. These funds, in an amount to be determined by the TMCS SC budget, shall be apportioned to TMC organizations.
2. Any TMC organization accepting an allocation from TMCS SC is bound by these regulations:
 - a. Funds allocated by TMCS SC may only be used by the Organization to which they are allocated for that Organization's events.
 - c. Regardless of other income, no TMC Organization (excluding TMCS SC) may allocate funds to any other organization (TMC or non-TMC). Proceeds from fundraisers put on by TMC Organizations are exempt from this statute, as these proceeds may be donated to off-campus charitable organizations.
 - d. Funding requests need not be submitted for TMC organizations using funds disbursed through annual allocations
 - e. When utilizing annual allocation funds, only the TMC organization advisor must approve the reimbursement forms before payment is processed
 - f. Should the organization desire funding beyond the amount allocated in the yearly TMCS SC budget, the organization must submit a funding request. The organization may not spend more than its annual allocation without following the process outlined in Art V, §E of these bylaws
 - g. Violating these terms may jeopardize future funding from TMCS SC
3. Only TMC Student Organizations or Community Groups given annual allocation status by TMCS SC (TMCS SC Student Organization By-Laws, Art. III, § A), as listed below, are eligible for annual allocations.
 - a. Marshall Activities Committee (MAC)
 - b. Commuter Board
 - c. Transfer Re-Entry Students (TRES)
 - d. Active Community at Thurgood (ACT)
 - e. Cultural Association Uniting Students Through Education (CAUSE)
 - f. Marshallpalooza
 - g. Thurgood Marshall Tele-Video (TMTV)*
4. Funding Prior to Approval of TMCS SC Budget
 - a. Prior to the approval of the TMCS SC Budget, each TMC Organization given annual allocation status is allocated \$200. The amount that is funded during this time will later be incorporated into the organization's annual budget.

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Section D. TMC Annual Events Funding

1. These funds, in an amount to be determined by the TMCSO budget, shall be reserved for allocation to TMC Annual Events.
 - i. Funds allocated by TMCSO may only be used for the event to which they were allocated
 2. Only TMC Annual Events given annual allocation status by TMCSO, as listed below, are eligible for annual allocations:
 - a. Leadership Retreat
 - b. Spirit Night
 1. The Finance committee will designate a TMC organization(s) to utilize Spirit Night funds
 - c. Senior Appreciation Week
 - d. UCSD Cultural Celebration
 - e. Martin Luther King Parade
 - f. TMCSO Welcome Week
 1. The TMCSO Chair will have the authority over Welcome Week expenditures. He or she may designate individuals to make purchases using this allocation
 3. Funding request need not be submitted for Annual Events
 4. Annual events, with the exception of Leadership Retreat, TMCSO Welcome Week, and Spirit Night, need only have the advisor approve the reimbursement forms before payment is processed
 5. Leadership Retreat, Spirit Night, and TMCSO Welcome Week must have the TMCSO Vice Chair of Finance approve the reimbursement forms before payment is processed
 6. Should the event require funding beyond the amount allocated in the yearly TMCSO budget, the event must submit a funding request. The event may not spend more than its annual allocation without following the process outlined in Art V, §E of the these bylaws.
 7. Violating these terms may jeopardize future funding from TMCSO
- 8.

Section E. Allocation of Funds through Funding Requests

1. These funds, in an amount to be determined by the TMCSO budget, shall be reserved for allocation to all UCSD staff, faculty, and undergraduate individuals and organizations..
2. Organizations receiving allocations through funding requests are bound by these regulations:
 - a. No organization receiving allocations through funding requests may allocate funds to any other TMC or non-TMC organization.
 - b. Organizations receiving allocations through funding requests must abide by the recommendations put forth by Finance Committee and the General Council.
 - c. The TMCSO Vice Chair of Finance must approve the reimbursement forms before the payment is processed.
3. These funds shall be allocated to Organizations upon request, and approval of Finance Committee and the General Council (TMCSO Internal By-Laws, Art. IV, § B).
4. Priority will be given to any TMC Student Organization given annual allocation status. Further, priority in allocations will be given to organizations or events that promote the TMCSO Statement of Purpose and/or the TMC Philosophy.

Section F. TMCSO Operational Costs

1. These funds, in an amount to be determined by the TMCSO budget, shall be used to pay any cost deemed as operational costs by the Chair and the Vice Chair of Finance.
2. Funding requests need not be submitted for expenditures deemed operational costs
3. The TMCSO Vice Chair of Finance must approve the reimbursement forms before payment is processed

Section G. Council Projects

1. These funds, in an amount to be determined by the TMCSO budget, shall be used to pay any cost deemed as a council project by the Finance committee.
2. Funding requests must be submitted for Council Project expenditures
3. The TMCSO Vice Chair of Finance must approve the reimbursement forms before payment is processed

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Section H. Permanent Equipment Fund

1. These funds, in an amount to be determined by the TMCSO budget, shall be used to pay for the maintenance of existing, as well as the purchase of new, TMCSO permanent equipment. Use of these funds must be approved by the Finance committee.
2. Funding requests must be submitted for permanent equipment expenditures
3. The TMCSO Vice Chair of Finance must approve the reimbursement forms before payment is processed

Section I. Initiatives & Referenda that concern TMCSO Finances

1. At least two weeks prior to any election involving a fee modification, publicity describing the modification, and pro and con statements, shall be widely distributed and at least one public forum shall be held.
4. Modification of any fees is contingent upon the approval of both the Vice-Chancellor of Student Affairs and the Chancellor of UC San Diego.

Section J. Allocation to Fund Initiative & Referenda Campaigns

1. These By-Laws only apply in cases where an Initiative or Referenda is before the students of TMC for consideration and vote and shall not apply to elections for members of council or recall elections.
2. The Finance Committee shall allocate a sum of money, no less than \$100 and no more than \$300, to finance both pro and con campaigns in relation to any Initiative or Referenda. Students will be reimbursed on a first come, first serve basis.
3. This money may only be used for paper publicity regarding the Initiative or Referenda.

Section K. Funding Violations

1. Should any TMCSO organization receiving annual allocation or annual event status be found in violation of Article V, § B(2) of these by-laws, the organization or annual event will be placed in a one year financial probationary period. During this period, the TMC Dean of Student Affairs and the TMCSO Vice Chair of Finance must approve all reimbursement requests before payment can be processed.
 - i. The Vice Chair of Finance will send a letter to the TMC Dean of Student Affairs, the College Budget Office, and the organization/event advisor and chair(s) notifying them of the probationary period. It will include the violations and the timeframe of the probationary period.
 - ii. Within two weeks of receiving the notification, the organization/event chair(s) may appeal the financial probationary period to the TMC Dean of Student Affairs. In its appeal, the organization/event must state why the probationary period should be reversed. Finance Committee will review the appeal and a decision will be submitted to the Dean of Student Affairs, who will issue a final decision to TMCSO and the organization/event in question.

Article VI. Ratification and Amendment

Section A. Ratification

1. In order for these By-Laws to take effect they must be passed by 2/3 of TMCSO. The attached TMCSO Constitution must also be approved in order for these By-Laws to take effect. Upon ratification, these By-Laws are effective along with the TMCSO Constitution immediately.

Section B. Amendment

1. Amendments to these By-Laws must be made in accordance with Art. IV, § C, of these By-Laws.

Election By-Laws of Thurgood Marshall College Student Council

Article I. Purpose

Section A. Purpose

1. These By-Laws shall be created and modified in order to provide for fair and efficient elections of TMCSO officers and to provide every TMC student an equal opportunity to run for a position, vote for any candidate, and be informed.

Section B. Application of By-Laws

1. All candidates who register with TMCSO to run in any election are subject to these By-Laws.

Article II. Elections

Section A. General Elections

1. General Elections for TMCSO shall be held in conjunction with ASUCSD elections in Spring Quarter for all positions as specified in the TMCSO Constitution.

Section B. Special Elections

1. Special Elections for TMCSO shall abide by the TMCSO Constitution & By-Laws.

Section C. Endorsements

1. TMCSO as a whole and as individual members cannot officially endorse (by use of their TMCSO position titles) any candidate or position on a referendum for any university elections.

Section D. Results

1. The election results shall become official following certification by the Election Manager and release of the results to TMCSO.
2. The TMCSO Election Manager has the power to withhold the release of official results until such time that all complaints are completely resolved by the procedures set forth in these By-Laws.

Article III. Election Manager & Election Committee

Section A. Election Manager

1. Shall serve as an unbiased third party to ensure that all candidates adhere to the campaigning policies and rules above. He/She serves as the chair of the TMCSO Election Committee.
2. Shall create and make available the TMCSO Candidacy Packet six weeks prior to the first day of voting.
3. Shall schedule a Mandatory Candidate Meeting for all TMCSO candidates in order to inform them of all rules governing the election process. This meeting must be held prior to the ASUCSD candidate meeting during Week 9 of Winter Quarter.
4. He/She must not be a candidate in either the ASUCSD or TMCSO elections.
5. He/She shall be a TMC student appointed by the Chair of TMCSO and approved by a simple majority of TMCSO voting members by the third week of Winter Quarter.
6. Shall publicize the opportunity to file for candidacy to all TMC students.
7. Shall determine the eligibility of all candidates in accordance with these By-Laws.
8. Shall receive verified election results, including the total number of votes cast for each candidate and/or referenda. The Election Manager shall insure the deliverance of said results to TMCSO and the TMC Dean of Student Affairs and shall read the results into the minutes of a TMCSO meeting.
9. Shall coordinate a meeting with the chair of the TMC Judicial Board to educate its members, if the TMC Judicial Board is in existence, with respect to the TMCSO Election By-Laws.
10. Shall be responsible for approving all election materials for TMCSO candidates, as well as any other campaign materials posted within TMC

Section B. TMCSO Election Committee

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1. The Election Committee shall consist of two TMCSO members and two TMC Judicial Board members not running in the Spring ASUCSD or TMCSO Elections and not serving as a position on the ASUCSD Election Committee or AS Judicial Board.
2. The Election Committee shall be chaired by the Election Manager.
3. The Election Committee shall meet if there is an accusation of a violation of the Election By-Laws (Art. VI).
4. The Election Committee must meet within 3 academic days of notification of the Election Manager to decide if there was a violation of the Election By-Laws, and to take appropriate action afforded them by these By-Laws.
5. All meetings of the Election Committee shall not be open to the public and no minutes shall be taken, unless 3/4 of the Election Committee votes to open the meeting or take minutes.

Article IV. Candidates & Initiative, Recall & Referenda

Section A. Candidacy

1. TMC students may become candidates for TMCSO elected offices by submitting a complete TMCSO Candidacy Packet. The TMCSO Candidacy Packet must include, but is not limited to:
 - a. Signature sheet with PID numbers of 100 TMC students. For Senators, this shall be separate from signatures required under the ASUCSD Election Code.
 - b. A list of all documents that must be completed and returned as part of the packet.
 - c. A list of all appropriate deadlines and the way in which they will be administered.
 - d. Any other forms or information as noted on the application as deemed necessary by the TMCSO Election Manager
 - e. A signed statement that the candidate shall adhere to the TMCSO Election By-Laws
 - f. A slate registration sheet if running with a slate
2. All Candidates who wish to run as a slate must file the appropriate paperwork with the TMCSO Election Manager and be of the understanding that all members of a slate are held accountable for the actions of any member of the slate in regards to Election By-Laws.
3. TMC students are not allowed to run on a slate with members running for other college council or AS positions
4. No candidate running for a position on TMCSO (including Senator) may register to run for more than one position nor may they register to run as part of more than one TMC slate
5. All candidates for TMCSO must be in good standing with UCSD and TMC, as determined by the Dean of Student Affairs.
6. Candidates shall attend the duration of one TMCSO meeting by the end of the election period, unless the candidate previously held a position on TMCSO. It is the responsibility of the candidate to notify the TMCSO Election Manager of their presence at the beginning and end of the meeting.
7. The burden of proof of confirming eligibility will be on the applicant.

Section B. Withdrawing

1. A candidate may withdraw from the election at any time, by notifying the Election Manager. In the event that a candidate withdraws and his/her name cannot be removed from the ballot, none of the votes that he/she receives will be counted toward him/her.

Section C. Initiative, Recall & Referenda

1. All TMCSO Referenda, Recall & Initiative Elections shall be run in accordance with the TMCSO Constitution & TMCSO Election By-Laws.

Article V. Campaign Procedures

Section A. TMCSO Election Regulations

1. It shall be a violation of these Election By-Laws for any candidate and/or slate, to:
 - a. Use stickers while campaigning.
 - b. Purposely distribute or make available campaign materials in any UCSD, TMC, TMCSO or Student Organization Office.
 - c. Purposely display campaign materials in any fashion during a TMCSO meeting, except as a member of the public during public input.

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- d. Use any UCSD, ASUCSD, TMCSO, TMC, UCSD Housing & Dining/Residential Life or Student Organization supplies to augment his/her campaign, except any materials provided to a candidate per these By-Laws.
 - e. Willfully destroy, deface, cover, move and/or remove from their places posters, signs, flyers, banners, or campaign literature of any other candidate or slate.
 - f. Violate UCSD Posting Policies in the distribution of campaign literature.
 - g. Falsify information on Election Candidacy forms or campaign materials.
 - h. Refuse to appear before the Election Committee when so requested by the Committee.
 - i. Fail to file on time any of the Election Candidacy forms specified in these By-Laws.
 - j. Tamper with or improperly influence the distribution, collection, tabulation and/or electronic storage of the election ballots and/or any official ASUCSD or TMCSO Election materials.
 - k. Use alcoholic beverages, firearms, or any other controlled substance as campaign materials on or off campus.
 - l. Campaign within any classroom or computer lab, with the exception of student organization meetings.
 - m. Violate safety posting guidelines.
 - n. Use equipment that amplifies sound within 150 feet of any ASUCSD or TMCSO official polling location during election week.
 - o. Campaign within 50 feet of ASUCSD or TMCSO official polling locations on election days, as measured by the Election Manager.
2. It shall be a violation of these By-Laws for any candidate's publicity to:
- a. Contain slander or libel
 - b. Attack persons on the basis of race, sex, religion or creed, ethnic or national background, and/or sexual/gender orientation
 - c. Make blatantly unfounded claims toward UCSD, ASUCSD or TMCSO and/or other campaigning parties or individuals
 - d. Post materials without the approval and signature of the TMCSO Election Manager prior to its posting
 - e. Not conform to all UCSD, TMC and TMC Residential Life posting regulations
 - f. Not include the phrase "Vote [Dates of Election] at or on ~~(or @)~~ Tritonlink" in a reasonably visible size if the campaign publicity is larger than 3" x 3"

Section B. Campaigning

1. Campaigning is defined as intentional action of a candidate to publicly speak, act, or argue in favor of, or the defeat of, a candidate or slate.
2. Campaign material is defined as material created with the intent to publicly speak, act or argue in favor of the election ~~of~~, or the defeat of, a candidate or slate.
3. Candidates may not begin campaigning before the beginning of the campaign period, which is to start at the conclusion of the ASUCSD Mandatory Candidates Meeting and ends when the polls close on the final day of voting.
4. TMCSO candidates may not spend more than \$50 each with regards to campaign spending, with the exception of Chair and Senator candidates. Chair candidates may spend \$150 and Senators may spend \$100 with regards to campaign spending

Article VI. Eligibility, Violations & Sanctions

Section A. Candidate Eligibility

1. The TMCSO Election Manager must determine the eligibility of each applicant to become a candidate and shall notify each candidate of his/her status within five academic days after the deadline to file.
2. The candidate must be in accordance with Art. IV, § A of these By-Laws to become eligible.
3. Any candidate found ineligible may appeal the decision of the TMCSO Election Manager to the TMCSO Election Committee within two days of notification by the TMCSO Election Manager.

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Section B. Complaints/Violations of Campaigning Rules

1. Any accusations of a violation of the campaigning rules shall be brought to the attention of the Election Manager by completing a Complaint form, to be made available by the Election Manager.
2. The Election Manager must bring the accusation to the Election Committee within three academic days of it being submitted to the Election Manager.
3. The Election Committee shall convene and discuss whether the act is a violation of election policy or By-Laws.
4. If the Election Committee votes by a simple majority that an accusation was a violation, then the committee must impose any sanctions on said candidate or slate up to and including disqualification from the election. Disqualification may only be considered in cases of egregious foul play or repeated violations. In order to impose disqualification of a candidate, the Election Committee must agree on the sanction of disqualification by a two-thirds vote.
5. If a candidate or slate is found in violation of the Election By-Laws after being sanctioned for a previous violation, the Election Committee shall consider all violations when choosing sanctions.
6. Disqualification of an entire slate may only be considered if the slate encouraged or knowingly allowed for the conduct violation to happen. In order to disqualify an entire slate from the election, the Election Committee must agree on the sanction unanimously.
7. The Election Manager must submit a written report of the Committee's findings to the accused, the TMCSO Election Manager and the TMC Dean of Student Affairs within 1 academic day of the hearing.
8. The deadline to file a complaint shall be the official close of the voting period. At the discretion of the TMC Election Manager, this deadline can be extended to at most an hour after the close of the polls, should conditions warrant the extension.
9. The TMCSO Election Manager maintains jurisdiction over all campaign materials posted in TMC

Section C. Appeals

1. The TMC Judicial Board shall serve as the hearing board for all appeals relating to decisions made by the Election Committee.
2. The two TMC Judicial Board members on the Election Committee must recuse themselves from their roles as Judicial Board members for the purposes of appeal cases.
2. Appeals shall only be considered on the grounds of demonstrated partiality by a member of the Election Committee or that the sanctions issued were inappropriately severe based on the violation.
3. The TMC Judicial Board must agree to hear an appeal by a simple majority vote.
4. The TMC Judicial Board has the authority to either issue new sanctions, overturn the decision of the Election Committee, or allow the decision and subsequent sanctions to stand.
5. Should any vote of the TMC Judicial Board result in a tie, the decision and sanctions of the Election Committee shall stand.

Article VII. Ratification and Amendment

Section A. Ratification

1. In order for these By-Laws to take effect they must be passed by 2/3 of TMCSO. If ratified these By-Laws shall take effect immediately.

Section B. Amendments

1. Amendments to these By-Laws must be made in accordance with Art. IV, § C, of these By-Laws.
2. These By-Laws may not be amended during the course of any election, starting six weeks prior to the first day of voting and ending on the last day of voting.

Permanent Equipment By-Laws of Thurgood Marshall College Student Council

Article I. Purpose

Section A. Purpose

1. These By-Laws shall be created and modified in order to provide policy and structure to the purchase and use of TMCSO Permanent Equipment under the control of TMCSO.

Article II. Permanent Equipment

Section A. Permanent Equipment

1. TMCSO Permanent Equipment shall include any equipment purchased by TMCSO or donated to TMCSO to be used more than once and to be controlled by TMCSO.
2. Current TMCSO Permanent Equipment includes:

Section B. Purchase of Permanent Equipment

1. TMCSO may purchase Permanent Equipment with TMCSO funds. The purchase shall be made in accordance with the TMCSO Constitution and By-Laws.

Article III. Usage of Permanent Equipment

Section A. Usage of Permanent Equipment by TMCSO

1. Any voting or non-voting member of TMCSO may use any TMCSO Permanent Equipment for any event to benefit TMC students after notifying the TMCSO Chair and TMC Dean of Student Affairs of their intent to use the TMCSO Permanent Equipment.

Section B. Usage of Permanent Equipment by TMC Groups

1. TMCSO shall allow any TMC student group or TMC staff member to use TMCSO Permanent Equipment for any event to benefit TMC students. The group or staff member must request the usage of TMCSO Permanent Equipment from the TMCSO Chair and shall sign an agreement to ensure the proper usage and return of TMCSO Permanent Equipment in its original condition. They must further agree to pay any damages, including accidental, which occur to the TMCSO Permanent Equipment while in their possession.

Section C. Usage of Permanent Equipment by Other Groups

1. No other groups, other than those specified in these By-Laws, shall be eligible to use TMCSO Permanent Equipment.

Section D. Permanent Equipment Usage Form

1. The TMCSO Chair shall make available a TMCSO Permanent Equipment Usage Form to be used in accordance with these By-Laws.

Article IV. Storage of Permanent Equipment

Section A. Storage of Permanent Equipment

1. TMCSO Permanent Equipment shall be stored in a locked area to be assigned by the TMC Student Affairs Office.

Article V. Ratification & Amendment

Section A. Ratification

1. In order for these By-Laws to take effect they must be passed by 2/3 of TMCSO. If ratified these By-Laws shall take effect immediately.

Section B. Amendment

1. Amendments to these By-Laws must be made in accordance with Art. IV, § C, of these By-Laws.

Section C. Current Permanent Equipment

1. TMCSO must amend these By-Laws to reflect any changes to the list of current TMCSO Permanent Equipment.

Student Organization By-Laws of Thurgood Marshall College Student Council

Article I. Purpose

Section A. Purpose

1. These By-Laws shall be created and modified in order to provide structure to the relationship between Thurgood Marshall College Student Organizations and TMCSO.

Article II. Representation Status

Section A. TMC Student Organizations & TMC Community Groups

1. Shall send a non-voting representative to TMCSO if TMCSO amends the TMCSO Constitution to reflect this representation after a recommendation has been made by the TMC Organization Status Committee based on the following criteria:
 - a. The TMC Organization has been in existence for one quarter and addresses the goals and philosophy of TMC.
 - b. The TMC Organization has a staff or faculty advisor.
 - c. The TMC Organization must not require a membership fee
 - d. The TMC Organization and its leadership are open to all TMC Students.
 - e. The TMC Organization has created and followed a Mission Statement.
 - f. The TMC Organization does not have another voting member on TMCSO already with the duties of representing the organization's interest on TMCSO.
2. Shall send a voting representative to TMCSO if TMCSO amends the TMCSO Constitution to reflect this representation after a recommendation has been made by the Internal Committee and the Director of Programming based on the following criteria:
 - a. The TMC Organization has been in existence for 2 years and addresses the goals and philosophy of TMC in a way unlike any other TMC Organization with a voting representative already on TMCSO.
 - b. The TMC Organization has a staff or faculty advisor.
 - c. The TMC Organization has had a non-voting representative to TMCSO for one year.
 - d. The TMC Organization must not require a membership fee
 - e. The TMC Organization and leadership are open to all TMC Students.
 - f. The TMC Organization has created and followed a Mission Statement.
 - g. The TMC Organization would be representing a large and unique group of students, not specifically represented on TMCSO, when voting.

Section B. All Campus Student Organizations

1. Shall send only Principal non-voting representatives to TMCSO if TMCSO amends the TMCSO Constitution to reflect this representation after a recommendation has been made by the Internal Committee and the Director of Programming based on the following criteria:
 - a. To have been in existence for one year and address the needs of UCSD students in a way not specifically addressed by any other All Campus Student Organization represented on TMCSO
 - b. Must be a SOLO registered organization.
 - c. Shall be open to all UCSD students.

Article III. Funding Status

Section A. TMC Student Organizations & TMC Community Groups

1. Shall be considered for quarterly allocations from TMCSO if TMCSO votes to give the Organization quarter allocation status after a recommendation from the Finance Committee and the Director of Programming based on the following criteria:
 - a. The TMC Organization has been in existence for one quarter and addresses the goals and philosophy of TMC.
 - b. The TMC Organization has a staff or faculty advisor.
 - c. The TMC Organization is open to all TMC Students.

TMCSO STATEMENT OF PURPOSE, CONSTITUTION & BY-LAWS

- d. The TMC Organization has created and followed a Mission Statement.
2. Shall be considered as for annual allocation under the Student Organization allocation By-Laws if TMCSO amends the TMCSO Constitution to reflect this representation after a recommendation has been made by the Finance Committee and the Director of Programming based on the following criteria:
 - a. The TMC Organization has been in existence for at least two years and addresses the goals and philosophy of TMC in a way unique to any other TMC Organization with a voting representative on TMCSO.
 - b. The TMC Organization has had quarterly funding status for at least one year.
 - c. The TMC Organization is open to all TMC Students.
 - d. The TMC Organization has created and followed a Mission Statement.

Article IV. Removal of Status

Section A. Request for removal of status

1. If any voting member of council would like to see a change in the representation status of an organization, a 2/3 vote of council is necessary.

Article V. MAPHIA (Marshall Actively Programming to Help Integrate Associations)

1. Shall be chaired by the Director of Programming.
2. Minutes for the meetings shall be taken by the Director of Administration.
3. Shall be comprised of the following members:
 - a. The Chair(s) of Marshall Activities Committee (MAC)
 - b. The Chair(s) of Active Community at Thurgood (ACT)
 - c. The Chair(s) of Cultural Association Uniting Students Through Education (CAUSE)
 - d. The Chair(s) of Thurgood Marshall Television (TMTV)
 - e. The Chair(s) of Student Committee on Residential Enhancement (SCORE)
 - f. The Chair(s) of Commuter Board
 - g. The Chair(s) of Transfer Re-Entry Students (TRES)
 - h. The Chair(s) of LC³
 - i. The Chair(s) of Marshallpalooza
 - ~~k.~~ Director of Public Relations
4. Shall be responsible for collaborating on programming and creating communication between the different Marshall entities.
5. Shall be responsible for creating open dialogue to address concerns and ideas; providing an open forum for collaboration and support, and working toward building community and strengthening the college philosophy.
6. Shall be closed to the public unless made open by the Board Chair.

Article VI. Ratification and Amendment

Section A. Ratification

4. In order for these By-Laws to take effect they must be passed by 2/3 of TMCSO. Upon ratification, these By-Laws are effective immediately.

Section B. Amendment

1. Amendments to these By-Laws must be made in accordance with Art. IV, § C, of these By-Laws.

Marshallpalooza By-Laws

Of the Thurgood Marshall College Student Council

Ratified: January 20, 2005

These By-Laws shall be the governing doctrine of Marshallpalooza (herein referred to as MP) under TMCSO.

Article I. Officers of MP

Section A. TMCSO Appointed

1. Chair

Section B. Chair Appointed

1. Vice-Chair of Finance
2. Director of Entertainment
3. Director of Publicity
4. Director of Games and Rides
5. Director of Food and Donations
6. Director of Vendors
7. TMCSO Representative

Section C. TMTV Appointed

1. Talent Show Director

Article II. Position Responsibilities

Section A. General Councilmember Responsibilities

2. All MP members must, in addition to their specific duties, represent the goals and philosophy of Thurgood Marshall College (herein referred to as TMC), demonstrate integrity and leadership in all matters, and adhere to the procedures as described by the TMCSO Constitution and By-Laws.

Section B. Specific Position Descriptions and Responsibilities

1. 1. The positions and responsibilities of MP members include, but are not limited to the following:
2. Chair
 - a. Shall chair all MP meetings
 - b. Shall serve as a spokesperson for MP
 - c. Shall have the option of appointing a Co-Chair
 - d. Shall appoint the Vice Chair of Finance
 - e. Shall appoint all Directors (with the exception of the Talent Show Director) and a TMCSO Representative (Marshallpalooza By-Laws Art. I § B)
 - f. Shall work with the Vice Chair of Finance to produce both a Preliminary and Actual MP Budget (Marshallpalooza By-Laws Art. V § A § 1)
 - g. Shall prepare an agenda for each MP meeting
 - h. Shall make decisions regarding meeting times and changes and inform all members of MP of the changes
 - i. Shall organize weekly meetings with the Vice-Chair of Finance and MP Advisor
 - j. Shall obtain weekly reports from the Vice Chair of Finance, Directors and the TMCSO Representative
 - k. Shall act as the Director of Logistics
 - l. Shall be the student signatory (if needed) on all allocations and contracts
 - m. Shall have served on MP as the Vice Chair of Finance or as a Director of the preceding MP.
 - n. Shall be appointed by the MP Selection Board and confirmed by TMCSO (Marshallpalooza By-Laws Art. III § B and C)
3. Vice-Chair of Finance

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- a. Shall serve as Chair of MP in the absence of the Chair
 - b. Shall work with the Chair of MP in coordination and administration of MP meetings
 - c. Shall chair the MP Finance Committee
 - d. Shall create weekly reports for the Chair of MP on the current status of funding, allocations and the MP budget
 - e. Shall work with the Chair of MP to create a Preliminary and Actual MP Budget (Marshallpalooza By-Laws Art. V § A § 1 & 2)
 - f. Shall provide the MP Committee with the MP Budget
 - g. Shall make all funding requests
 - h. Shall provide the Director of Publicity with all businesses and organizations who are to receive publicity for their sponsorship
 - i. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)
4. Director of Entertainment
 - a. Shall chair the MP Entertainment Committee
 - b. Shall create weekly reports for the Chair of MP on the current status of bands, prices and contracts
 - c. Shall act as the liaison between MP and the Associated Students (herein referred to as AS) Programming Office
 - d. Shall work in conjunction with the AS Commissioner of Programming in contracting bands for MP
 - e. Shall reserve greenrooms for the bands through University Centers, the TMC Dean's Office and/or the TMC Res-Life Office
 - f. Shall work in conjunction with the Director of Food/Donations in satisfying each band's rider requirements
 - g. Shall work in conjunction with the Chair of MP in coordinating the greenrooms and bands the day of MP
 - h. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)
5. Director of Publicity
 - a. Shall take minutes at every MP Committee meeting (Marshallpalooza By-Laws Art. III § A § 4)
 - b. Shall publicize for every MP Committee meeting
 - c. Shall chair the MP Publicity Committee
 - d. Shall create weekly reports for the Chair of MP on the current status of publicity
 - e. Shall create the MP logo
 - f. Shall design and order shirts, rave cards and/or posters
 - g. Shall coordinate the flyering and postering of all six colleges of UCSD
 - h. Shall attempt to obtain a donation of publicity in the UCSD Guardian from the UCSD Guardian
 - i. Shall coordinate the morning publicity the day of MP
 - j. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)
6. Director of Games and Rides
 - a. Shall chair the MP Games and Rides Committee
 - b. Shall create weekly reports for the Chair of MP on the current status of games, rides, prices and contracts
 - c. Shall obtain signed contracts for all games and rides and submit them to the Vice Chair of Finance
 - d. Shall work in conjunction with the Chair of MP in deciding the layout of games and rides for the day of MP
 - e. Shall obtain and coordinate the signing of risk management waivers the day of MP
 - f. Shall work in conjunction with the TMC Organizations in creating games and running them the day of MP
 - g. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)
7. Director of Food and Donations
 - a. Shall chair the MP Food and Donations Committee

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- b. Shall create weekly reports for the Chair of MP on the current status of food, donations and contracts (if applicable)
 - c. Shall coordinate the donation process and effort
 - d. Shall obtain necessary contracts and provide them to the Vice Chair of Finance
 - e. Shall work in conjunction with the Chair of MP in deciding the layout of the BBQ and other food vendors the day of MP
 - f. Shall obtain signed and approved temporary food-stand (health) permits
 - g. Shall coordinate the BBQ and food vendors the day of MP
 - h. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)
8. Director of Vendors
 - a. Shall chair the MP Vendors Committee
 - b. Shall create weekly reports for the Chair of MP on the current status of vendors, prices/pricing and contracts.
 - c. Shall obtain necessary contracts and provide them to the Vice Chair of Finance
 - d. Shall work in conjunction with the Chair of MP in deciding the layout of the vendors for the day of MP
 - e. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)
9. TMCSO Representative
 - a. Shall act as the liaison between the MP Committee and TMCSO
 - b. Shall attend every TMCSO meeting from the time appointed until the conclusion of MP
 - c. Shall create weekly reports for TMCSO on the current status of MP
 - d. Shall be appointed by the Chair of MP (Marshallpalooza By-Laws Art. I § B)

Article III. Appointment of Chair of MP

Section A. Applications for Chair of MP

- a. The Preceding Chair of MP must provide and put out applications by fifth week winter quarter.
- b. Applications must be publicized for a minimum of two weeks and due no later than eighth week winter quarter.

Section B. MP Selection Board

1. Membership
 - a. Preceding Chair of MP
 - b. Two preceding Directors of MP
 - c. TMCSO Director of Programming
 - d. TMCSO Director of Finance
2. Procedures
 - a. Shall meet with full attendance and conduct interviews with every valid applicant (with the stipulation that any candidate cannot sit on the board)
 - b. Shall recommend someone to be Chair of MP to the TMCSO no later than tenth week winter quarter

Section C. TMCSO Confirmation

1. TMCSO shall consider the MP Selection Board's recommendation and vote on confirmation no later than tenth week winter quarter.
2. If TMCSO does not confirm the MP Selection Board's recommendation, the MP Selection Board shall hold an emergency session and recommend someone else no later than the next TMCSO meeting, where TMCSO shall vote to approve the recommendation. If an applicant is still not confirmed, this process shall repeat until an applicant is confirmed.

Article IV. MP Procedures

Section A. Meetings

1. MP Committee
 - a. Shall meet weekly at a time decided by the Chair
2. Committees
 - a. Shall meet weekly at a time decided by the committee Director
3. One-on-Ones

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- a. The Chair shall set up bi-weekly one-on-ones with the Vice-Chair of Finance and each of the Directors at a time decided by the Chair.
4. Minutes
 - a. MP shall provide recordings of each meeting in the form of minutes to be taken by the Director of Publicity.
 - b. Minutes shall be provided to the Chair, TMCSO Representative and Advisor.

Section B. Discipline/Removal from Office

1. Chair
 - a. TMCSO shall have full power to remove the Chair of MP from his or her post with just reasoning by a 2/3 vote.
2. Vice Chair of Finance
 - a. The Chair of MP shall have the full power to remove the Vice Chair of Finance from his or her post with just reasoning, after consulting with the Advisor of MP.
3. Directors and TMCSO Representative
 - a. The Chair of MP shall have the full power to remove any director (with the exception of the Talent Show Director) and the TMCSO Representative from their post with just reasoning, after consulting with the Advisor of MP.
 - b. TMTV shall have the full power to remove/reassign the Talent Show Director, after consulting the Chair of MP.

Section C. Filling Vacancies

1. Chair
 - a. If the Chair of MP resigns or is removed from office, the Vice-Chair of Finance shall take his or her post as Chair of MP.
 - b. The new Chair of MP shall than immediately appoint a new Vice-Chair of Finance.
2. Other Vacancies
 - a. All other vacancies shall be immediately filled by appointments by the Chair of MP (with the exception of the Talent Show Director, which TMTV shall appoint).

Article V. Finance

Section A. Budget

1. A preliminary budget, drafted by the Vice Chair of Finance, in conjunction with the Chair of MP shall be given to the TMCSO Director of Finance by eighth week Spring Quarter.
2. An actual budget, drafted by the Vice Chair of Finance, in conjunction with the Chair of MP must be given to the TMCSO Director of Finance by second week Fall Quarter.
3. A budget must include a \$200 reserve allocation that is to only be used for emergency day-of costs.

Section B. Financial Report

1. A financial report inclusive of all actual costs and income for MP must be put together and submitted to the Chair of MP, TMCSO Chair, TMCSO Director of Finance and the MP Advisor no later than second week Winter Quarter.

Article VI. Ratification and Amendment

Section A. Ratification

1. In order for these By-Laws to take effect they must be passed by 2/3 of TMCSO. Upon ratification, these By-Laws are effective immediately.

Section B. Amendment

1. Amendments to these By-Laws must be made in accordance with Art. IV, § C, of these By-Laws.

impACT Grant By-Laws
Of the Thurgood Marshall College Student Council

Article I. Description

Section A. Purpose

1. The impACT Grant serves as a financial resource to encourage Marshall students to reach out and leave a positive impact on the surrounding community.

Article II. Application Procedures

Section A. Written Application

1. All candidates must fully complete the grant application and submit to the sitting Vice Chair External via the impACT Grant folder located in the Marshall Administration Building **no later than 12:00pm, Wednesday of Week Two each quarter.**
2. All grant proposals shall be submitted by a registered and current Marshall student.
 - i. Groups applying for the grant may be composed of members from other communities outside of Thurgood Marshall College

Section B. Preliminary Meeting

1. It is the responsibility of the Vice Chair External to contact all applicant(s) and arrange for a one-on-one meeting to review the grant proposals.
 - i. Concerning groups applying for the grant, the Marshall student applicant(s) must be in attendance while other members may join if desired.
 - ii. The Vice Chair External will begin the advising process with the Grant applicant(s). The job of the advisor is to act as a resource and aid the fund recipient with all legislative and logistical matters to the best of his/her ability. In no way should the advisor inhibit, alter, restrain, or take charge of the project. His/her job is purely guidance and to ensure that all proceedings follow TMCSO and university policy.
2. The Vice Chair External is required to disseminate all information listed in the impACT Grant By-Laws to the applicant(s).

Section C. Presenting the Grant Proposal

1. Finance Committee
 - i. The Vice Chair External shall present each impACT Grant Proposal to the Finance Committee on behalf of the applicant(s).
 - ii. The formal recommendation to fund or not fund the project will serve as the approval process for the impACT Grant.

Section D. Implementation

1. It shall be the duty of grant recipients to provide, at minimum, bi-weekly updates to the Vice Chair External unless deemed otherwise by the Vice Chair External.

Section E. Final Review

1. It shall be the duty of grant recipients to complete a Final Report form as distributed by the Vice Chair External.
2. All grant recipients shall be required to give a final presentation to the Thurgood Marshall College Student Council that reflects upon the implementation, challenges faced and/or overcome throughout the project's duration, as well as the success of the projects final outcome.
3. If an applicant(s) fails to submit either or both a Final Report and give a presentation to TMCSO, that candidate jeopardizes financial reimbursement as to the discretion of the TMCSO Finance Committee.

Article III. Rules and Restrictions

Section A. Rules

1. No application may exceed \$500 in order to allow TMCSO the ability to offer as many grants to Marshall students as deemed possible.
2. Proposed projects may not have any affiliation with pre-existing groups, clubs, or organizations previously and/or currently funded by TMCSO or ASUCSD.

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3. Grant applications must be submitted by a Marshall College student; however, a project group may include other members from the UCSD community. Support from faculty and/or staff is acceptable and encouraged, but all projects must have significant undergraduate student involvement.
4. If a project does not directly benefit Marshall College but is instead directed at the greater San Diego community, then an educational component is required to engage and involve the Marshall student body.
5. A project can be deemed incomplete by VC External.
6. Financial reimbursement concerning incomplete projects will be up to the discretion of the TMCSO Finance Committee.
7. TMCSO supports the UCSD Student Conduct Code and if the project proposal or the project members are found in violation of the Student Conduct Code, the grant may be revoked and/or administrative action will be taken.

Section B. Restrictions

1. The Thurgood Marshall College Student Council is unable to fund certain expenditures, including but not limited to the following:
 - i. Alcohol
 - ii. Illegal substances
 - iii. Firearms
 - iv. Scholarships
 - v. Association or membership fees
 - vi. Fines
 - vii. Wages and/or services provided by another individual or group
 - viii. Direct monetary donations
2. Grant funding shall not be used to benefit or support student organizations and/or serve for the personal gain of any member.

Article IV. Records and Documentation

Section A. Keeping Records

1. The Vice Chair External shall keep a continuing record, in whatever form seem fit, that documents all projects reviewed and completed in his/her term and all application materials.
2. It is the duty of the sitting Vice Chair External to ensure that all necessary documentation and paperwork to continue the impACT Grant is passed down to the Vice Chair's successor.

Article V: Ratification and Amendment

Section A: Ratification

1. In order for these By-Laws to take effect they must be passed by 2/3 of TMCSO. If ratified these By-Laws shall take effect immediately

Section B: Amendment

1. Amendments to these By-Laws must be made in accordance with Art. IV, § C, of these By-Laws.