

# CCRI Student Government Association

## Knight Campus

### Bylaws

#### Article I. Knight Campus Student Union Area (Suite 1234)

The Student Government Executive Council and the Student Government Advisor shall be responsible for the administration and implementation of these bylaws.

- It is important for the student body to acknowledge that the Student Union area is made graciously available by the Administration of the Community College of Rhode Island (CCRI). Although it is an area for the students, it is a privilege not a right to use the space.
- The Student Union area is made available to persons currently enrolled in a course of study at CCRI. This includes all persons taking courses at the College, both full-time and part time.

#### Section I. Student Union Committee

- The Student Union Committee led by its chair(s) shall carry out the day-to-day operations of the Student Union area. The Student Union Committee is an “ad-hoc” committee as outlined in the Student Government Constitution. The President of Student Government appoints the Committee chairperson(s). The Student Union Committee shall consist of three (3) members selected by the committee chair(s) and three (3) members selected by the club/organization presidents.
  - These operations include the following:
    - Responsible for organizing clean-up sessions with Club/Organization Presidents.
    - Responsible for establishing basic rules for use in Student Union area.
      - Example(s):
        - CCRI students, faculty and staff are welcome to utilize the Student Union facilities. All others may be asked to leave.
        - Students will keep the noise to a respectable level.
        - Students will clean up after themselves and keep the Union clean.
        - Moving of furniture in the Student Union area is allowable as long as it is returned to its place.
    - Failing to abide by the rules established by the Student Union Committee may result in removal by campus police.
    - Banning individual use of the facilities may be conducted through the disciplinary process set forth by college.
    - As a last resort, college Administration if necessary may decide to shut down the Student Union if used improperly.

#### Section II. Office Allocation

- The Student Government Executive Council in consultation with the Student Government Advisor shall be responsible to manage and allocate space as designated by CCRI as Student Government space within the parameters of these bylaws.
- All requests for office allocation consideration should be sent in writing by the club/organization Advisor to the Student Union Committee through its Chair. The Student Union Committee will, review the request and make a formal recommendation to the Executive Council for further action.
  - When considering requests for offices, the Student Union Committee shall take in to consideration the following items:
    - The level of activity of the club/organization
    - The explanation of how the space will be used.
    - The club/organization actively involves the student body (e.g.: events, promotions)

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#### Section III. Office Terms of Use

- Each fall semester, the Executive Council, with recommendation from the Student Union Committee, will begin a selection process for available student office space for club/organizations selected to have office space. The duration for this agreement shall be one calendar year beginning every January.
  - Agreement terms shall include the following:
    - The office shall be used for club/organization professional and developmental business.
    - The club/organization members using the office agree to abide by the Student Union rules and regulations at all times.
    - The office shall remain clean at all times.
    - The office resources and equipment provided shall not be damaged or misused.
- Reasons for a revocation by the Executive Council
  - Violation of terms listed above
  - Improper use of office space
  - Violation of Student Union rules
  - Club/organization does not maintain an active recognition status by the college.
  - In the case of Violation of College, State, Federal Laws and Policies, the Associate Dean of Student Life may revoke the use of the office.
- If an office becomes vacant for any reason, the Executive Council may allow a different club/organization to use the office for the remainder of the calendar year.

#### Section IV. Office Access

- Key access to the offices shall only be allowed to the leadership of the clubs/organizations that are allocated space.
- A maximum of two people per club/organization shall be allowed to have access to the key for the office. In the case where the key list needs to be expanded, the club/organization advisor may contact the Associate Dean of Student Life. The Associate Dean of Student Life reserves the right to expand the maximum number of people allowed to have access to an office.
  - **Procedure:**
    - To be granted access to an office, the Advisor of the Club/Organization shall send a written request to the Associate Dean of Student Life for their clubs/organizations leadership to be allowed access. The Associate Dean of Student Life will coordinate with the Chief of Security for CCRI or his/her designee to update the key list. No student will be allowed to alter the key list.

***Adopted on March 9, 2012 by the CCRI Knight Campus Student Government***