

CONSTITUTION & BYLAW FORMATTING INQUIRY

PREPARED
BY
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TO BE
REVIEWED BY
SEVENTH COLLEGE
JUDICIAL BOARD

MPR
OCTOBER 2022

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TABLE OF CONTENTS

Chapter	Page
I. ESTABLISHMENT & PURPOSE	4
II. INCORRECTLY FORMATTED SECTIONS	4
III. REQUESTED RULING	4
Appendices	
APPENDIX A	5

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***Publishable**

| Constitution & Bylaw Formatting Inquiry |

TO BE PRESENTED : *27 October 2022, 12:00 pm*

FOR : *Seventh College Judicial Board*

SUBJECT : CONSTITUTION & BYLAW FORMATTING INQUIRY

I. ESTABLISHMENT & PURPOSE

1. The present document is an inquiry case file to be reviewed by the Seventh College Student Council Judicial Board.

2. The Constitution & Bylaws of the Seventh College Student Council are presently formatted inconsistently & in violation with the formatting guidelines cited under Appendix A.

II. INCORRECTLY FORMATTED SECTIONS

1. Hitherto review of this document, there are three identified formatting inconsistencies or violations. The aforementioned issues are as follows:

a. Ordinal labels of sections of Article IV & V of the Constitution are inconsistent with the formatting of said governing document.

b. There are presently two titles of the Bylaws labelled as “Title X.”

c. Ordinal labels for the primary sections of Title IX of the Bylaws are presently inconsistent with the formatting of said governing document.

III. REQUESTED RULING

1. 7CSC seeks Judicial Board ruling on if the Council, members of, or the Rules Committee are permitted to bring the Constitution & or Bylaws into alignment with each document's formatting practices respectively without amendment legislation.

2. Any formatting changes or decisions shall adhere to guidelines presently established for the Rules Committee outlined under Title III.1e.ii.4 as “Shall not have the power to interpret the meaning of the Constitution, the Special Rules of Order or the Standing Rules of the Council.”

Appendix A

~ TITLE I.6 ~

Item A-1 outlines the formatting guidelines present under Title I Section 6 of the Bylaws of the Seventh College Student Council.

6. Accessibility, Organization, and Formatting of the Bylaws

- a. The Constitution and the Bylaws shall be available in PDF format on the 7CSC website.
- b. The Bylaws shall be organized in the following hierarchy of descending order:
 - i. Uppercase roman numerals designate Titles.
 - ii. Numbers designate Chapters.
 - iii. Lowercase letters of the alphabet designate Sections.
 - iv. Lowercase roman numerals designate Subsections.
 - v. Subsections of Subsections are designated by numbers and if more Subsections are required they are designated by lowercase letters, lowercase roman numerals, followed by numbers which are repeated in that cycle.
- c. The formatting of the Bylaws shall adhere to these standards:
 - i. One inch margins.
 - ii. Page break in between Titles.
 1. Title shall be centered and followed by a dividing line on the next line.
 2. Titles are bolded.
 - iii. Line breaks in between Chapters.
 1. Chapters are bolded.
 - iv. No line breaks between Sections and Subsections.
 - v. All phrases are capitalized.
 - vi. The Bylaws and the Constitution are typed in Times New Roman font.

Item A-1