

Anime Society of LCCC

Constitution and Bylaws

(Fall 2026 – Summer 2027)

Purpose and Mission

The Anime Society of LCCC (ASLC3) exists to cultivate a welcoming and inclusive community centered around the appreciation of Japanese animation and culture. Our goal is to provide engaging social and recreational opportunities for students and community members while contributing positively to the campus environment at Lorain County Community College (LCCC). While anime viewings are a core component, ASLC3 offers much more through a variety of enriching activities and events.

Membership

ASLC3 welcomes both student and non-student members, without restriction, provided all members adhere to the LCCC Campus Code of Conduct and the ASLC3 Code of Conduct. All members are expected to actively support the club and represent ASLC3 in a positive manner.

Membership Benefits

Members are entitled to:

- Participate in club-sponsored activities, events, and fundraisers
- Access ASLC3's official communication platforms, including Discord
- Vote on club policies and programming decisions

ASLC3 does not discriminate on the basis of race, color, national origin, sex, gender identity, sexual orientation, disability, age, religion, or veteran status, in accordance with LCCC policies.

Officers

ASLC3 is governed by a team of officers and delegates responsible for ensuring adherence to both LCCC and ASLC3 codes of conduct and for overseeing club operations. Should an officer become unable to fulfill their duties for the remainder of their term, a qualified student member may be appointed temporarily by the remaining officers.

While officers facilitate the organization's operations, major decisions are made with member input. Officers reserve the right to make executive decisions only when circumstances require.

Officer Vacancies

If an officer position becomes vacant during the academic term, the remaining officers may appoint a qualified student member to serve in an interim capacity until a formal appointment.

Candidates must:

- Be currently enrolled in the semester of appointment
- Have no more than one recorded club infraction
- Successfully complete a brief interview with current officers

Final appointments may require Faculty Advisor or Student Life approval when applicable.

Officer Removal & Resignation

Officers may resign voluntarily by submitting written notice to the President, Vice President, and Faculty Advisor.

An officer may be removed for inactivity, misconduct, or failure to fulfill assigned responsibilities through one of the following methods:

- A majority vote of the remaining officers, with advisor acknowledgment; or
- A two-thirds (2/3) vote of active voting members present at a meeting with quorum.

The officer subject to removal must be notified in advance and given an opportunity to respond. All removals must be documented and reported to Student Life.

Executive Authority

Officers may make executive decisions only when immediate action is required and a general member vote is not reasonably possible. All executive decisions must be disclosed to members at the next scheduled meeting and may be reviewed or overturned by a majority member vote.

Officer Roles

President

- Presiding over meetings when available
- Serves as the primary representative to other clubs, LCCC staff, and Student Senate
- Provides leadership during events and maintains alignment with the club's mission
- Establishes and maintains partnerships with faculty and off-campus organizations
- Ensures adherence to the ASLC3 Constitution with reasonable flexibility

Vice President

- Supports the President and assumes their responsibilities in their absence
- Manages internal communication and prioritizes issues for executive attention
- Assists in strategic decision-making and operational improvements

Event Coordinator

- Manages club communications, including email, LCCC Connect page, and social media
- Coordinates fundraising efforts upon approval
- Creates and helps run activities within the allotted club time
- Assumes VP or Presidential duties when both are unavailable

Treasurer

- Collaborates with the President and VP to plan engaging events
- Manages club finances and gathers reports monthly
- Reviews activities and suggestions involving finances
- Assumes VP or Presidential duties when both are unavailable

Faculty Advisor

- Providing guidance on college policies and procedures
- Assisting with conflict resolution and disciplinary escalations
- Reviewing grievances, complaints, and appeals when required
- Supporting club continuity and compliance with Student Life requirements

Meetings

ASLC3 meets regularly in PS108 during the academic year:

- **(Fall/Spring) Wednesdays (6:00 – 8:00 PM)**: Activity Nights and Suggestion Box (TBD)
- **(Fall/Spring) Fridays (6:00 – 8:00 PM)**: Anime Watch Parties
  - 1 episode each from 2 randomly picked anime
  - 2 episodes from randomly selected member anime suggestion
- **(Summer) Fridays (6:00 – 9:00 PM)**: Anime Watch Parties
  - 1 episode from 1-cour series (11–13 episodes)
  - 2 episodes from 2-cour series (23–26 episodes)

Meeting cancellations will be communicated promptly via social media. Most meetings will end with a dinner event, outside of the college, at a voted-in restaurant

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Annual Signature Events

ASLC3 hosts recurring events annually, subject to scheduling adjustments and member approval through constitutional amendment:

Event	Timing
Welcome Week	First week of each academic semester
National Student Day	As scheduled by LCCC
Halloween Night	Friday on or before October 31
Cedar Point Day	Mid-October
White Elephant	Last Fall Meeting
Spring Anime Movie	Mid-Spring Term
Anime Convention Trip	Spring Term
Voting Night	Final meeting of Spring Semester

Code of Conduct

All members are expected to uphold the ASLC3 Code of Conduct. In any case of conflict, the LCCC Campus Code of Conduct will take precedence.

Tier 1 Expectations (Primary)

- Maintain respect and minimize disruptions during screenings and activities
- Treat all individuals with dignity and respect, regardless of identity
- Follow all LCCC Code of Conduct guidelines

Tier 2 Expectations (Secondary)

- Keep the meeting space (TBD) clean and orderly
- Clear tables and dispose of trash appropriately
- Avoid recommending media with excessive violence or explicit content

Media Content Standards

Members are encouraged to recommend media that is appropriate for a public college setting. Content rated beyond TV-14 or containing extreme violence, sexual content, or explicit material may be subject to officer and advisor review prior to approval for group viewing.

Final determinations will prioritize member comfort, inclusivity, and LCCC standards.

Disciplinary Action

Violations of conduct will be addressed by ASLC3 officers. LCCC Campus Code of Conduct violations will be escalated to Student Life first, or Campus Security for more severe infractions. These will be addressed in cooperation of club officers & members. Tier 3 and above infractions will be documented, including time, location, involved parties, and officer/witness signatures.

ASLC3 reserves the right to adjust disciplinary responses based on specific circumstances. The following is a general framework:

SUMMARY TABLE — Infraction Levels & Timeframes

Infraction Level:	Severity	Examples	Suspension Timeframe	Outcome
Level 1	Minor	Disruption, minor disrespect	**None**	Verbal warning
Level 2	Moderate	Repeated minor issues, mild harassment	**None**	Private warning
Level 3	Serious	Aggression, harassment, repeated offenses	**None**	Written Warning + Write-up + Review of ASLC3 Constitution
Level 4	Major	Significant harassment, intimidation, or repeated offenses	**1-2 weeks***	Suspension + Review of ASLC3 Constitution
Level 5	Critical	Violence, major misconducts, or numerous repeated offenses	**Permanent****	Immediate or pending expulsion

* Time varies upon decision
** Unless otherwise stated

Grievances (Officers)

Any member may submit formal grievance against an officer, the club, or a club policy. Forms are available from officers and must be submitted to both officers and the club advisor for review. All grievances will be reviewed and documented with appropriate actions taken.

Complaints (Members)

Any member may submit a formal complaint against another member in the club (Separate from grievances). Complaints against other members should be referred directly to Student Life. Forms are also available from officers and must be submitted to both officers and the club advisor for review. All complaints will be reviewed and documented with appropriate actions taken.

Appeals

The appeal process allows any member who has received a disciplinary action—including warnings, suspensions, or expulsion—to request a review of the decision. Appeals must be handled fairly, confidentially, and without retaliation.

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1. Right to Appeal
Any member who receives one of the following may file an appeal:

- Written Warning
- Suspension (any length)
- Expulsion

Verbal warnings are not eligible for appeal unless the club decides otherwise.

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2. Time Limit to File an Appeal
The member must request & submit a written appeal **within 3-5 days** of receiving the disciplinary decision.

Late appeals are dismissed unless the member shows extenuating circumstances.

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3. How to File an Appeal
The members must submit a written statement including:

- **Name and membership details**
- **Decision being appealed**
- **Date the decision was issued**
- **Reason for appeal**, citing at least one of the following grounds:
    - Procedural error
    - New evidence unavailable at the time
    - Disproportionate punishment
    - Misinterpretation of facts
- **Desired outcome** (e.g., reduction of suspension, reversal, retrial)

The appeal must be submitted to **any officer** or designated authority.

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4. Acknowledgment of Appeal
Within **3–5 business days**, the club must:
- Acknowledge receipt of the appeal
- Notify the member of next steps
- Pause disciplinary action

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5. Formation of the Appeals Committee
The appeal must be reviewed by an impartial group, typically:
- 3–5 members not involved in the original decision
- At least one officer
- No one with conflict of interest

The committee must remain neutral and confidential.

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6. Appeal Review Process
The Appeals Committee will:
Review Documents
- Original incident report
- Evidence submitted
- Committee notes
- The members appeal

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7. Notification of Final Decision
The member must receive a **written decision within 3–5 days** after the appeal review concludes.
The decision must include:
- Final ruling
- Reasons for the decision
- Any modified disciplinary action
- Whether any further appeal is allowed

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8. Protection From Retaliation
No member may be penalized, harassed, intimidated, or treated unfairly for:
- Filing an appeal
- Providing evidence
- Participating in the appeals process

Any retaliation constitutes a **Level 4 or Level 5 Infraction** under the disciplinary system.

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9. Record-Keeping
All appeal documents must be:
- Stored securely
- Kept confidential
- Accessible only to authorized officers

Records are kept for a minimum of **2-3 years** depending on club policy.

Amendments

Proposed amendments to this Constitution may be submitted by any active member. Amendments must be presented to the membership at least one meeting prior to voting. Adoption of amendments requires:

- Quorum present
- A two-thirds (2/3) majority vote of active voting members

All approved amendments must be documented and, when required, submitted to Student Life for review.

Conclusion

We, the duly elected officers for the 2026–2027 academic year, commit to upholding the principles of this Constitution in collaboration with LCCC administration and in service to the ASLC3 community.

Signed,

President: Xander Taylor

Vice-President: Brandon Ross

Event Coordinator:

Treasurer:

Club Advisor: Jacob Fitzwater