

**TITLE II**  
**Legislative**

## **Chapter 1** Apportionment

**Section 1** Senate seats shall be apportioned by the Senate among several constituencies, defined here as either Electoral District, Caucus appointment, or Area Government appointment.

## **Chapter 2** Electoral Districts

**Section 1** Electoral districts shall be as prescribed herein:

1. The Residential Hall On-Campus Residential System, as defined by the University.
2. The Non-Residential Hall On-Campus Residential System, as defined by the University.
3. The Off-Campus Commuter Area, here defined as the Electoral District exclusive of the preceding subsections.

**Section 2** Senate seats shall be apportioned to Electoral Districts at the ratio of one (1) seat per every two-hundred and fifty (250) constituents. "Constituent" shall be defined as any SGA member recognized by the University to be residing in an Electoral District.

**Section 3** Senators shall be elected by the constituents of their respective Electoral District, and no Senator shall represent more than one (1) Electoral District.

**Section 4** Senators shall be residents of the Electoral District from which they shall have been elected.

**Section 5** If a Senator shall have dislocated from her/his Electoral District s/he shall surrender her/his Senate seat.

## **Chapter 3** Caucus Appointments

**Section 1** The ALANA Caucus shall be the official representative of those groups prescribed by the Charter of the ALANA Caucus.

**Section 2** The ALANA Caucus shall be apportioned a number of Senate seats equal to thirteen percent (13%) of the total of those seats apportioned to the Electoral Districts, and the Charter of the ALANA Caucus shall provide for the appointment and removal of SGA members to said seats in a manner consistent with the By-laws of the SGA and prescribed by the Charter of the ALANA Caucus.

**Section 3** If a vacancy shall occur in the office of Caucus Senator, the vacancy shall be filled in a manner prescribed by the Charter of the respective Caucus.

**Section 4** The Senate shall, upon a majority vote of its membership in attendance at a scheduled meeting, provide for the procedure for the recognition of a Caucus.

#### **Chapter 4** Area Government Appointments

**Section 1** The Governor of each Area Government shall appoint one (1) SGA member to the Senate to serve as a Senator at-large for said Area Government.

**Section 2** Senators at-large shall be residents of the Area from which s/he shall have been appointed.

**Section 3** If a Senator at-large shall have dislocated from her/his Area Government s/he shall surrender her/his Senate seat.

**Section 4** If a vacancy shall occur in the office of Senator at-large, the vacancy shall be filled in a manner prescribed by the Charter of the respective Area Government.

#### **Chapter 5** Apportionment Amendment

**Section 1** Title II, Chapters 1-5 of the By-laws of the SGA shall be amended upon a two-thirds (2/3) vote of the Senate membership in attendance at a scheduled meeting, and a majority vote of the SGA membership through an Action Referendum.

#### **Chapter 6** Term of Senate Office and Vacancies

**Section 1** The Senate shall be elected or appointed on or before September 30, of each calendar year, and shall serve for the term of one (1) Session of the Senate, as defined by Title II, Chapter 10, of the By-laws of the SGA.

**Section 2** If a vacancy shall occur in the office of Senator, except those vacancies already provided for by Title II, Chapters 3-4 of the By-laws of the SGA, the vacancy shall be filled for the duration of the unfinished term, upon a majority vote of the Administrative Affairs Committee in attendance at a scheduled meeting, and upon a two thirds (2/3) vote of the Senate membership in attendance at a scheduled meeting.

**Section 3** In the case of filling a vacancy in the Senate, an SGA member, meeting the qualifications for Senate membership, shall be administered the following oath of office by the Speaker or acting Speaker:

A. "I do affirm to faithfully execute the office of SGA Senator and support the Constitution and By-Laws of the Student Government Association."

## **Chapter 7** Senate Attendance

**Section 1** Senators shall attend all meetings of the Senate and the Senate Committee to which they are assigned. All absences and the nature thereof, shall be recorded in the minutes of the meeting.

**Section 2** The Associate Speaker of the Senate shall take a roll call at the beginning of all meetings of the Senate. An unexcused absence from the roll call shall constitute one (1) absence from the Senate.

**Section 3** The Chair of each Senate Committee shall take attendance at the beginning of each meeting of the Committee. An unexcused absence from a Committee meeting shall constitute one-half (1/2) absence from the Senate.

**Section 4** Upon a Senators' accumulation of two (2) unexcused absences from the Senate, the Speaker shall notify said Senator that accumulation of unexcused absences totaling three (3), shall result in resignation by non-attendance.

**Section 5** Upon accumulation of three (3) unexcused absences from the Senate, the Speaker shall consider the Senator to have resigned her/his Senate seat by nonattendance, and shall declare the seat vacant.

**Section 6** If a Senator shall appeal the decision of the Speaker after having resigned by non-attendance, the Senator may be reinstated and have up to one (1) absence stricken from the record, upon a majority vote of the Senate membership in attendance at a scheduled meeting.

**Section 7** At the beginning of each Period of the Senate, as defined by Title II, Chapter 10, of the By-laws of the SGA, the Associate Speaker shall record zero (0) absences for each Senator.

**Section 8** Absences from a meeting of the Senate may be excused by the Speaker. Absences from a meeting of a Senate Committee may be excused by the Committee Chair. Absences from either, may be excused for any one (1) of the reasons prescribed herein:

1. Personal illness
2. Family illness
3. An hour exam is scheduled for the day immediately following the Senate meeting.

4. Required class meeting or other scholastic duty.
5. Religious observances

## **Chapter 8** Constituent Communiqués

**Section 1** Senators, no less than twice a semester as defined by the official University academic calendar, shall submit a communiqué to their constituency, which shall contain the information prescribed herein:

1. The Senator's attendance record
2. Actions taken by the Senate
3. The Senator's vote on each action taken

**Section 2** Constituent Communiqués shall be distributed by a Senator to her/his constituency in the manner prescribed herein:

1. Electoral District Senators shall post one (1) copy of the communiqué in the lobby of each residence hall they represent, for a period of one (1) calendar week.
2. The Commuter Area Senators shall print her/his communiqué in either a Commuter Area-wide newsletter, or shall post said communiqué on the Commuter Area bulletin board in the Student Union.
3. Caucus appointment Senators shall post communiqués on the bulletin board of their respective office.
4. Area Government Senators, other than the Commuter Area Senator shall post communiqués in their Area Government office.

**Section 3** If there shall be more than one Senator per Electoral District, or Caucus appointment, those Senators may submit a joint constituency communiqué.

**Section 4** Each senator shall submit (1) copy of their communiqué to the Associate Speaker of the Senate.

**Section 5** Any Senator failing to submit to the Associate Speaker and post their communiqués for their constituents as outlined in Title II, Chapter 8. Sections 1-4, shall be penalized one half (1 /2) an absence per offense.

## **Chapter 9**

### **Expulsion of a Senator**

**Section 1** Only the Senate shall be empowered to expel a Senator, regardless of whether the Senator was appointed or elected.

**Section 2** The Speaker, the Associate Speaker, a Senator, or the names on a petition of fifty (50) SGA members of the Senator's constituency, may request the expulsion of an Electoral District, Caucus appointment or Area Government appointment Senator, by filing written charges with the Speaker and the Chair of the Rules and Ethics Sub-Committee of the Administrative Affairs Committee.

**Section 3** Upon the receipt of written charges, and within thirty (30) calendar days, the Rules and Ethics Sub-Committee shall investigate the charges in a manner prescribed by a majority vote of its membership in attendance at a scheduled meeting.

**Section 4** Within fourteen (14) calendar days of its investigation, the Rules and Ethics Sub-Committee shall, upon a majority vote of its membership in attendance at a scheduled meeting bring Expulsion proceedings before the Senate.

**Section 5** If the Rules and Ethics Sub-Committee shall have voted to bring Expulsion proceedings before the Senate, the Chair shall submit to the subject Senator written notice of the charges no less than seventy-two (72) hours prior to the Senate meeting at which the expulsion proceedings shall be considered.

**Section 6** If the Rules and Ethics Sub-Committee shall not have acted on the charges within fourteen (14) calendar days of their investigation, the matter may be brought before the Senate upon a two-thirds (2/3) vote of the Senate membership in attendance at a scheduled meeting.

**Section 7** If expulsion proceedings shall have been brought before the Senate, the charges shall be announced, the Rules and Ethics Sub-Committee report on the matter shall be entered into the minutes, and the subject Senator shall be afforded an opportunity to address the Senate for twenty (20) minutes, which shall not be infringed by any person.

**Section 8** If, upon a two-thirds (2/3) vote of its membership in attendance at a scheduled meeting, the Senate shall have voted to expel the subject Senator, then, upon the announcement of the vote by the Speaker, the Expulsion shall be complete.

**Section 9** The subject Senator may, up until the time that Expulsion proceedings are brought before the Senate, resign and formal charges shall be dropped.

**Section 10** No Senator expelled by the Senate shall be eligible for Caucus or Area Government appointment.

**Chapter 10**  
The Senate Session

**Section 1** All meetings of the Senate shall be conducted in a Session of the Senate, divided into the Regular Period and the Special Period as prescribed herein:

1. The Regular Period - The Regular Period of the Senate shall be defined as that calendar period extending from the first meeting of the Senate in fall semester to the final meeting of the Senate in spring semester. "Semester" shall be defined by the official academic calendar of the University.
2. The Special Period - The Special Period of the Senate shall be defined as that calendar period extending from the final meeting of the Senate in the Regular Period, to the first meeting of the Senate in the subsequent Regular Period.

**Chapter 11**  
The Regular Period

**Section 1** The first meeting of the Senate Regular Period shall commence a Senate Session.

**Section 2** Within fourteen (14) calendar days of ratification of the Fall General Election, the President shall convene the first meeting of the Regular Period.

**Section 3** If, within fourteen (14) calendar days of ratification of the Fall General Election, the President shall have failed to convene the first meeting of the Regular Period of the Senate, the Coordinating Council shall convene said meeting, and the Coordinating Council Chair shall preside at said meeting.

**Chapter 12**  
The Special Period

**Section 1** Upon adjournment of the last meeting of a Regular Period of the Senate, the legislative authority of the Senate and its Standing or Select Committees, subject to the limitations defined herein, shall be delegated to the Coordinating Council for the term of the Special Period.

**Section 2** For the term of a Special Period, the Coordinating Council shall retain the composition prescribed by Title 1, Chapter 7, Section 3, of the By-laws of the SGA, provided that during the term of the Special Period, the SGA President, Executive Cabinet, Chief Justice, Area Governors and the Student Coordinator of SCERA, shall serve as ex-officio members.

**Section 3** For the term of the Special Period, the Speaker shall serve as the Chair of the Coordinating Council.

**Section 4** In the event the Speaker is unable to serve for the term of the Special Period, the Associate Speaker shall serve, for the term of the Special Period, as the chair of the Coordinating Council.

**Section 5** In the event a Coordinating Council member, other than the Speaker or the Associate Speaker, is unable to serve for the term of the Special Period, the Speaker shall, upon a majority vote of the Senate membership in attendance at a scheduled meeting in Regular Period, appoint a Senator to fill the seat. Such an appointment shall meet the qualifications prescribed for said seat by Title 1, Chapter 8, Section 3, of the By-laws of the SGA.

**Section 6** Coordinating Council seats vacated during the term of the Special Period shall remain vacant for the term of the Special Period.

**Section 7** For the term of the Special Period, the Coordinating Council shall be empowered to:

1. Determine and provide for its rules and procedures, and fix the time and place of its meetings.
2. Enact Acts of the SGA and Resolutions as defined by the By-laws of the SGA, and subject to the prohibitions prescribed herein.
3. Ratify the Fall General Elections in a manner prescribed by the By-laws of the SGA. Such an act shall require a majority vote of its membership in attendance at a scheduled meeting.
4. Approve the expenditure of monies appropriated by the Annual SGA S-1 Budget Act, and from the SGA Revenue Accounts. Such an act shall require a two-thirds (2/3) vote of its membership in attendance at a scheduled meeting.
5. Override a presidential veto. Such an act shall require a two-thirds (2/3) vote of its membership in attendance at a scheduled meeting.
6. Approve Executive Cabinet Appointments. Such an act shall require a majority vote of its membership in attendance at a scheduled meeting.
7. Require reports from the President and Executive Cabinet on any matter relevant to the functioning of the SGA.

**Section 8** For the term of a Special Period, the Coordinating Council shall not be empowered to:



1. Enact Articles of Impeachment, amend or repeal the Constitution of the SGA, the By-laws of the SGA, the Annual SGA S-1 Budget Act, Acts of the SGA or Resolutions of the Senate passed in a Regular Period.
2. Conduct business in the absence of a quorum, here defined as fifty percent (50%) of the voting membership plus one (1)
3. Exercise any power not enumerated for the Coordinating Council by Title II, Chapter 12, of the By-laws of the SGA.

**Section 9** Upon adjournment of the last meeting of the Coordinating Council in a Special Period, the legislative authority of the Coordinating Council shall be surrendered to the Senate.

### **Chapter 13** Installation of the Senate

**Section 1** If Title II, Chapter 11, Section 3, of the By-laws of the SGA, shall not have been invoked, the President shall convene the first meeting of the Senate Session, and shall preside in the manner prescribed herein:

1. The President shall call the meeting to order.
2. The President shall take a roll call to determine if quorum is present.
3. The President shall present to the Senate-Elect, the final report of the Elections Commission on the Fall General Elections, as ratified by the Coordinating Council.
4. The President shall yield the chair to the Chief Justice, or in the absence of the Chief Justice, the Associate Chief Justice, who shall administer the following affirmation to the Senate-Elect:
  - A. "I do affirm to faithfully execute the office of SGA Senator and support the Constitution and By-laws of the Student Government Association "
5. Following the installation of the Senate, the Chief Justice shall wield the chair to the Chancellor of Elections, or, in the absence of the Chancellor of Elections, an Elections Commissioner.

### **Chapter 14** Election of the Speaker & Associate Speaker

**Section 1** The Chancellor of Elections, at a Senate meeting between May 1st and May 15th shall conduct the election of the Speaker and Associate Speaker of the Senate in the manner prescribed herein:

1. The Chancellor of Elections shall announce that nominations for Speaker of the Senate are open.
2. The Chancellor of Elections shall record the nominations in the minutes in the order in which they shall have been made and seconded.
3. The Chancellor of Elections shall entertain and record nominations for Speaker until a motion shall have been made, seconded, and approved by unanimous consent, to close said nominations.
4. Following the closing of nominations for Speaker, the Chancellor of Elections shall read, from the minutes, the nominations made and seconded for Speaker and shall ask each nominee if the nomination is accepted. If the nominee shall have responded in the negative, the Chancellor of Elections shall strike the nomination from the minutes.
5. The Chancellor of Elections shall then announce that nominations for Associate Speaker of the Senate are open.
6. The Chancellor of Elections shall record the nominations in the minutes in the order in which they shall have been made and seconded.
7. The Chancellor of Elections shall entertain and record nominations for Associate Speaker until a motion shall have been made, seconded and approved by unanimous consent to close said nominations.
8. Following the closing of nominations for Associate Speaker, the Chancellor of Elections shall read, from the minutes, the nominations made and seconded for Associate Speaker and shall ask each nominee if the nomination is accepted. If the nominee shall have responded in the negative, the Chancellor of Elections shall strike the nomination from the minutes.
9. The Chancellor of Elections shall then provide that each nominee, in the order in which their nomination shall have been recorded in the minutes, shall have the opportunity to address the Senate for no more than five (5) minutes, and entertain questions for no more than five (5) minutes.
10. When each nominee shall have been provided the opportunity to address the Senate and entertain questions, the Chancellor of Elections shall read again, from the minutes, all nominations for both offices in the order in which the nominations shall have been recorded in the minutes.
11. The Chancellor of Elections shall then distribute to each Senator one (1) ballot, which shall be a plain, otherwise unmarked, 8.5" x 5.5", piece of white paper, folded in half and affixed with a number from 001 to 150.

12. The Chancellor of Elections shall then direct each Senator to cast, from the list of nominations recorded for each office in the minutes, one (1) vote for Speaker of the Senate above the fold of the ballot, and one (1) vote for Associate Speaker of the Senate below the fold of the Ballot.
13. Following this direction, and the elapse of five (5) minutes, the Chancellor of Elections shall retrieve the ballots in the manner in which they were distributed, and take them to a separate room to be counted by the Elections Commission.
14. The Chancellor of Elections shall then call a recess of the Senate pending the completion of the ballot count.
15. Following the completion of the ballot count, the Chancellor of Elections shall call the meeting back to order, report to the Senate the complete numerical tabulation of the results, and declare those persons having received the majority of the votes for each office, to be elected to that office.
16. The Chancellor of Elections shall then yield the chair to the Speaker of the Senate and proceed to destroy the ballots following the expiration of twenty-four (24) hours.

**Section 2** No nomination shall be recorded in the minutes which shall not have received a second.

**Section 3** No Senator shall make more than one (1) nomination for each office.

**Section 4** If, after the ballots shall have been counted by the Elections Commission, no nominee for the office of either Speaker or Associate Speaker shall have received a majority of the votes cast, the nominee receiving the lowest total for that office shall be eliminated, and the ballots for that office shall be re-cast. The ballots shall continue to be re-cast in this manner until one (1) nominee for each office shall have received a majority.

**Section 5** The Speaker elected in the Session immediately preceding, shall be eligible to be nominated for either Speaker or Associate Speaker.

**Section 6** The Associate Speaker elected in the Session immediately preceding, shall be eligible to be nominated for either Speaker or Associate Speaker.

**Section 7** A Senator may, within twenty-four (24) hours of the election, request a re-count.

**Section 8** No business shall be conducted by the Senate prior to the election of the Speaker and Associate Speaker.

## **Chapter 15**

### The Speaker of the Senate

**Section 1** The Speaker shall be elected in the manner prescribed by Title II, Chapter 14 of the By-laws of the SGA and shall serve for the term of one (1) Session of the Senate.

**Section 2** Upon election to the Speakership, the Speaker shall surrender her/his Senate seat.

**Section 3** The Speaker, as the chief presiding officer of the Senate, as defined by the Constitution of the SGA, shall:

1. In the event of a tie, cast a vote in the Senate.
2. Appoint, upon a majority vote of the Senate membership in attendance at a scheduled meeting, all Standing and Select Committees of the Senate.
3. Chair all meetings of the Senate, and shall be an ex-officio member of all Standing and Select Committees of the Senate.
4. Act as the chief spokesperson of the Senate.
5. Call, for extraordinary reasons, emergency meetings of the Senate provided that forty-eight (48) hours prior notice of the date, time and location of the emergency meeting shall have been granted the Senate.
6. Adjust the location of a Senate meeting under any one of the conditions prescribed herein:
  - A. The location becomes unavailable.
  - B. Five (5) Senators request, in writing, and thirty-two (32) hours prior to a meeting, that s/he adjust the location of the meeting.
  - C. S/he is convinced that an emergency exists which requires the adjustment.
  - D. There is an error in the agenda regarding the location.
7. Take care that Senate business is conducted in a manner prescribed by, and consistent with, the Constitution of the SGA, the By-laws of the SGA, and the Acts of the SGA.
8. Hold signature responsibility, herein denoted SR, as defined by the University.
9. Swear-in Senators nominated by the Administrative Affairs Committee and approved by the Senate.

**Chapter 16**  
The Associate Speaker of the Senate

**Section 1** The Associate Speaker shall be elected in the manner prescribed by Title II, Chapter 14 of the By-laws of the SGA, and shall serve for the term of one (1) Session of the Senate.

**Section 2** Upon election or appointment to the Associate Speakership, the Associate Speaker shall surrender her/his Senate seat.

**Section 3** The Associate Speaker, as the chief clerk and parliamentarian of the Senate, as defined by the Constitution of the SGA, shall:

1. Vote only in the event of a tie, and only if s/he shall have had the chair when the vote shall have been taken.
2. Record the minutes of all Senate meetings.
  - A. The minutes of all Senate meetings shall be made available to the entire membership of the Senate at the next consecutive Senate meeting.
  - B. Additionally, the Associate Speaker shall submit one (1) copy of the minutes of all Senate meetings to each of the following:
    1. The President
    2. The Secretary of Administrative Affairs
    3. The Chief Justice
    4. The Student Activities Office
    5. The Vice Chancellor for Student Affairs
    6. The Collegian
    7. WMUA
    8. The Directing Attorney, Student Legal Services Office
3. Be responsible for maintaining accurate attendance records, the correspondence of the Senate, and the permanent records of the Senate.
4. Act as the parliamentarian of the Senate; the chief advisor to the Speaker on the rules and procedures of the Senate.

5. Chair the Senate in the absence of the Speaker or if the chair shall have been yielded.
6. Maintain at least two (2) current and updated copies of the SGA constitution and By-Laws (no more than 1 year old) in the W.E.B. DuBois Library

**Section 4** If a vacancy shall occur in the office of Associate Speaker, the Speaker, upon a majority vote of the Senate membership in attendance at a meeting, shall appoint the Associate Speaker for the duration of the unfinished term.

## **Chapter 17** Rules of Senate Procedure

**Section 1** All meetings of the Senate and its Standing or Select Committees, as well as all formal bodies or agencies of the SGA, shall be held in a manner prescribed by Title II, Chapters 17-27 of the By-laws of the SGA, herein denoted the Rules of the Senate, and the Senate shall recognize only said rules in the conduct of its meetings.

**Section 2** "Majority" shall be defined as fifty percent (50%) of the body plus one (1) voting "aye".

**Section 3** No ex-officio member or member of the Senate shall speak without having been recognized by the Speaker, unless otherwise provided for by the Rules of the Senate.

**Section 4** No person, except as provided for by the Rules of the Senate, shall speak at a meeting of the Senate who shall not be an ex-officio member or member of the Senate.

**Section 5** No ex-officio member or member of the Senate having been previously recognized during debate, shall be recognized a second time if previously unrecognized ex-officio members or members of the Senate rise to be recognized.

**Section 6** No ex-officio member or member of the Senate, upon recognition during debate, shall speak for more than eight (8) minutes.

**Section 7** No person shall use the Rules of the Senate to obstruct the conduct of the Senate's business.

## **Chapter 18** Role of the Speaker

**Section 1** All persons shall address all Motions, Points, and comments to the Speaker of the Senate.

**Section 2** The Speaker shall be empowered during the conduct of the Senate's business in a scheduled meeting to:

1. Judge the validity and order of all motions and points.
2. Rule dilatory, all motions and points which, in her/his judgment are introduced to obstruct the conduct of the Senate's business.
3. Call the Senate into recess for a non-renewable period of time which shall not exceed sixty (60) minutes.
4. Expel, with stated cause, any person from the Senate chambers for the duration of a Senate meeting.
5. In the absence of the Associate Speaker, yield the chair to any Senator.

**Section 3** The Speaker shall yield the chair when s/he shall desire to make an Announcement of a partisan nature or to participate in debate.

**Section 4** When the Speaker shall have yielded the chair, the chair shall remain yielded for the duration the Announcement or the debate and vote on a Main Motion.

**Section 5** The Speaker shall determine if quorum for a Senate meeting is present any time said quorum is questioned.

## **Chapter 19**

### Categories of Senate Legislation

**Section 1** All business of the Senate shall be categorized in a manner prescribed herein:

1. *Acts of the SGA* - An Act which compels an action, or a change in established policy or procedure, or a formal recommendation of the SGA, as defined by Trustee Document T73-098, as amended.
2. *Resolutions* - An expression of the sentiment of the Senate on an issue which does not compel an action, change established policy or procedure, and is not a formal recommendation of the SGA, as defined by Trustee Document T73-098, as amended.
3. *Articles of Impeachment*

## **Chapter 20**

### Order of Senate Agenda

**Section 1** All business of the Senate shall be organized on a formal agenda in the manner prescribed herein:

1. Call to order
2. Announcements
3. Roll Call
4. Approval of the Minutes
5. Officer Reports:
  - A. The University Student Trustee
  - B. The President
  - C. The Speaker
  - D. The Chief Justice (If requested)
  - E. The Cabinet (If requested)
6. Senate Committee Reports
7. Special Orders
8. Unfinished Business - Main Motions
9. New Business - Main Motions

## **Chapter 21** Motions

**Section 1** All motions before the Senate shall be categorized in the manner prescribed herein:

1. Main Motions
2. Special Orders
3. Subsidiary Motions

## **Chapter 22** Main Motions



**Section 1** All Main Motions of the Senate shall be introduced to the Senate through the office of the Speaker, by either the President, a Senator, or a majority vote of a Standing or Select Committee's membership in attendance at a scheduled Committee meeting, and shall be time stamped.

**Section 2** All Main Motions introduced to the Senate through the office of the Speaker, shall be committed to the agenda in the order in which they shall have been received.

**Section 3** All Main Motions introduced to the Senate through the office of the Speaker by the President, with the exception of presidential appointments, shall be co-sponsored by a Senator.

**Section 4** All Main Motions introduced by a Senator or the President, except presidential appointments, main motions previously tabled, and those Main Motions introduced by the Speaker and exempted from this provision upon a two-thirds (2/3) vote of the Senate membership in attendance at a scheduled meeting, shall be committed by the Speaker to the appropriate Senate Standing or Select Committee.

**Section 5** All Main Motions introduced by a majority vote of a Standing or Select Committee's membership in attendance at a scheduled meeting, shall be placed on the agenda of the next scheduled Senate meeting.

**Section 6** All Main Motions shall be submitted to the office of the Speaker twenty-four (24) hours prior to the scheduled Senate meeting at which it shall appear on the agenda.

### **Chapter 23** Special Orders

**Section 1** A Main Motion not considered due to adjournment, shall appear as a Special Order on the agenda of the next scheduled Senate meeting.

**Section 2** Motions to fill vacant Senate seats, Presidential appointments, the Annual SGA S-1 Budget Act. Motions for Expulsion, and Articles of Impeachment, shall appear as Special Orders on the Agenda.

**Section 3** A vetoed bill of the Senate shall appear as a Special Order on the agenda of the scheduled Senate meeting immediately following the veto.

### **Chapter 24** Subsidiary Motions

**Section 1** Subsidiary Motions shall be in order only after Special Orders, unless otherwise provided for by the Rules of the Senate.

**Section 2** No Senator shall make a Subsidiary Motion, with the exception of the Motion to Overrule the Decision of the Speaker, or the Motion to Change the Voting Method, who shall not have been recognized by the Speaker.

**Section 3** All Subsidiary Motions shall require a second and no Subsidiary Motion not having received a second shall be considered.

**Section 4** Any Senator making a Subsidiary Motion shall be entitled to make a brief presentation of the factual description of the Motion and may, during the presentation, yield to any individual recognized to address the Senate as per the SGA Constitution and By-Laws.

**Section 5** The Subsidiary Motions prescribed herein shall be recognized:

1. *Adjourn* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
  - A. The Motion to Adjourn shall be in order only between the consideration of Main Motions.
2. *Amend* - Debatable, majority vote of Senate membership in attendance at a meeting required.
  - A. The Motion to Amend a Main Motion shall be in order only after the factual presentation of a Main Motion.
  - B. The consideration of an Amendment to a Main Motion shall be conducted in the manner prescribed herein:
    1. The Speaker shall read the Amendment.
    2. The sponsor of the Amendment shall present a factual description of the Amendment and may, during the presentation of the factual description, yield to any ex-officio member or member of the Senate, or, any person recognized by the Senate in the manner prescribed by Title II, Chapter 10, Section 5, Sub-section 10, of the By-laws of the SGA.
      - a. The sponsor of the Amendment may, during the presentation of the factual description of the Amendment, and provided the Amendment is not sponsored by a Senate Standing or Select Committee or Sub-Committee, withdraw the Amendment.
    3. The Speaker shall entertain a second.
    4. The Speaker shall ask the Senate if there exists a need for debate.

- a. If no ex-officio member or member of the Senate indicates a need for debate, the Amendment shall be called.
  5. If an ex-officio member or member of the Senate indicates the need for debate, the Speaker shall declare debate open.
  6. The Speaker shall recognize an ex-officio member or member of the Senate in opposition to the Amendment for the purpose of debate.
  7. The Speaker shall recognize an ex-officio member or member of the Senate in support of the Amendment for the purpose of debate.
  8. The Speaker may recognize the Subsidiary Motion to Call the Amendment.
    - a. The Speaker shall not recognize the Subsidiary Motion to Call the Amendment, until an ex-officio member or member of the Senate in opposition, and an ex-officio member or member of the Senate in support of the Amendment, shall have both been recognized.
  9. Debate shall continue, one ex-officio member or member of the Senate in opposition and one in support, until a Subsidiary Motion shall have been made which shall have ended debate.
  10. When debate shall have ended and the Amendment shall have been voted upon, the Senate shall return to debate on the Main Motion or the Main Motion as amended.
3. *Amend an Amendment* - Debatable, majority vote of Senate membership in attendance at a meeting required.
- A. The Subsidiary Motion to Amend an Amendment to a Main Motion shall be in order only during the consideration of an Amendment to a Main Motion.
  - B. A motion to amend the Amendment of an Amendment to a Main Motion shall not be in order.
  - C. The consideration of an Amendment to the Amendment to a Main Motion shall be conducted in the manner prescribed herein:
    1. The Speaker shall read the Amendment to the Amendment.
    2. The sponsor of the Amendment to the Amendment shall present a factual description of the Amendment to the Amendment and may, during the presentation of the factual description, yield to any ex-officio member or member of the Senate or, any person recognized by the

Senate in the manner prescribed by Title II, Chapter 24, Section 5, Sub-section 10, of the By-laws of the SGA.

- a. The sponsor of the Amendment to the Amendment may, during the presentation of the factual description of the Amendment to the Amendment, and provided the Amendment to the Amendment is not sponsored by a Senate Standing or Select Committee or Sub--Committee, withdraw the Amendment to the Amendment.
  3. The Speaker shall entertain a second.
  4. The Speaker shall ask the Senate if there exists a need for debate.
    - a. If no ex-officio member or member of the Senate indicates a need for debate, the Amendment to the Amendment shall be called.
  5. If an ex-officio member or member of the Senate indicates the need for debate, the Speaker shall declare debate open.
  6. The Speaker shall recognize an ex-officio member or member of the Senate in opposition to the Amendment to the Amendment for the purpose of debate.
  7. The Speaker shall recognize an ex-officio member or member of the Senate in support of the Amendment to the Amendment for the purpose of debate.
  8. The Speaker may recognize the Subsidiary Motion to Call the Amendment.
    - a. The Speaker shall not recognize the Subsidiary Motion to Call the Amendment, until an ex-officio member or member of the Senate in opposition, and an ex-officio member or member of the Senate in support of the Amendment to the Amendment, shall have both been recognized.
  9. Debate shall continue, one ex-officio member or member of the Senate in opposition and one in support, until a Subsidiary Motion shall have been made which shall have ended debate.
  10. When debate shall have ended, and the Amendment to the Amendment shall have been voted upon, the Senate shall return to debate on the Amendment or the Amendment as amended.
4. *Call the Amendment* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.

5. *Call the Main Motion* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
6. *Call the Reconsideration* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
7. *Change the Voting Procedure* - Non-debatable, no vote required.
8. *Overrule the decision of the Speaker* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
9. *Recess* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
  - A. The Senator making the Subsidiary Motion to Recess shall specify the period of time for which the Senate is to be recessed.
10. *Recognize a Non-Member of the Senate* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
  - A. The Subsidiary Motion to Recognize a Non-Member of the Senate shall be in order at any time during the conduct of a Senate meeting.
  - B. A recognized non-member of the Senate may address the Senate for the duration of the Announcement, Report or Debate on the Main Motion during which s/he was recognized.
11. *Reconsider* – Debatable, two-thirds (2/3) vote of Senate membership in attendance at a meeting required.
  - A. The Motion to Reconsider shall be in order only if the Main Motion or Special Order to be reconsidered shall have been defeated at the meeting in which the Motion to Reconsider shall have been made.
  - B. The Motion to Reconsider shall be in order only between Main Motions.
  - C. The Motion to Reconsider shall be entertained in the manner prescribed herein:
    1. The Speaker shall entertain a second.
    2. The Speaker shall ask the Senate if there exists a need for debate
      - a. If no ex-officio member or member of the Senate indicates a need for debate, the Reconsideration shall be called.

3. If an ex-officio member or member of the Senate indicates the need for debate, the Speaker shall declare debate open.
  4. The Speaker shall recognize an ex-officio member or member of the Senate in opposition to the Reconsideration for the purpose of debate.
  5. The Speaker shall recognize an ex-officio member or member of the Senate in support of the Reconsideration for the purpose of debate.
  6. The Speaker may recognize the Subsidiary Motion to Call the Reconsideration.
    - a. The Speaker shall not recognize the Subsidiary Motion to Call the Reconsideration, until an ex-officio member or member of the Senate in opposition, and an ex-officio member or member of the Senate in support of the Reconsideration, shall have both been recognized.
  7. Debate shall continue, one ex-officio member or member of the Senate in opposition and one in support, until a Subsidiary Motion shall have been made which shall have ended debate.
  8. When debate shall have ended and the Reconsideration shall have been voted upon, the Senate shall either proceed to the Reconsideration as a Main Motion, or return to debate on the Main Motion under consideration when the Motion to Reconsider shall have been made.
12. *Suspend the Rules to Consider A Main Motion Not Previously, on the Agenda or To Rearrange the Order of the Agenda-* Non-debatable, two-thirds (2/3) vote of Senate membership in attendance at a meeting required.
- A. The Subsidiary Motion to Suspend the Rules shall be in order only between the consideration of Main Motions.
  - B. The Motion to Suspend the Rules shall be entertained in the manner prescribed herein:
    1. If the Subsidiary Motion is to Suspend the Rules to Consider a Main Motion not Previously on the Agenda:
      - a. The Speaker shall read the Main Motion.
      - b. The Speaker shall entertain a second.
      - c. The Speaker shall call the vote on whether to Suspend the Rules.

- d. If the vote to suspend the rules shall have passed, the motion in question shall be placed last on the agenda
- 2. If the Subsidiary Motion is to Suspend the Rules to Rearrange the Order of the Agenda:
  - a. The Speaker shall read the proposed rearranged agenda.
  - b. The Speaker shall entertain a second.
  - c. The Speaker shall call the vote on whether to Suspend the Rules.
- C. When the Motion to Suspend the Rules shall have been voted upon, the Senate shall either proceed to the Agenda as amended or onto the Agenda as rearranged.
- 13. *Table* - Non-debatable, majority vote of Senate membership in attendance at a meeting required.
  - A. The Motion to Table is a motion to table a Main Motion and any pending Amendments.
  - B. Tabled Main Motions shall be re-introduced to the Senate through the Office of the Speaker in the Manner prescribed by Title II, Chapter 22 of the By-laws of the SGA.
  - C. The Senator making the Motion to Table a Main Motion shall specify:
    - 1. To whom it is being tabled:
      - a. Committee
      - b. A future scheduled meeting of the Senate
    - 2. For how long it is being tabled:
      - a. Indefinitely
      - b. Definitely

## **Chapter 25**

### Parliamentary Points

**Section 1** No ex-officio member or member of the Senate shall make a Parliamentary Point, with the exception of the Point of Order, and the Point of Personal Privilege, who shall not have been recognized by the Speaker.

**Section 2** Parliamentary Points shall be recognized at any point in the conduct of a Senate meeting.

**Section 3** The Parliamentary Points prescribed herein shall be recognized:

1. *Point of Order*

- A. The Point of Order shall be the Parliamentary point used to protest a violation of the rules or procedures of the Senate, such as a lack of quorum; and to bring said violation to the attention of the Speaker.

2. *Point of Information*

- A. The Point of Information shall be a question of fact, which shall at no time be intended as a form of debate.
- B. An ex-officio member or member of the Senate shall be allowed one (1) follow-up to a Point of Information.

3. *Point of Parliamentary Inquiry*

- A. The Point of Parliamentary Inquiry shall be a request to clarify the Rules of the Senate.

4. *Point of Personal Privilege*

- A. A Point of Personal Privilege shall be the parliamentary point invoked to bring to the attention of the Senate, a physical or verbal impediment to the conduct of a Senate's meeting.

## **Chapter 26**

### The Consideration of Main Motions and Special Orders

**Section 1** For the purpose of Title II, Chapter 26 of the By-laws of the SGA, "Main Motion" shall be defined as "Main Motion or Special Order".

**Section 2** The Senate shall consider only one (1) Main Motion at a time.

**Section 3** The consideration of a Main Motion shall be conducted in the manner prescribed herein:

1. The Speaker shall read the Main Motion.
2. The sponsor of the Main Motion shall present a factual description of the Main Motion and may, during the presentation of the factual description, yield to any exofficio member or member of the Senate or, any person recognized by the



Senate in the manner prescribed by Title II, Chapter 25, Section 5, Sub-section 10, of the Rules of the Senate

- A. The sponsor of the Main Motion may, during the presentation of the factual description of the Main Motion, and provided the Main Motion is not sponsored by a Senate Standing or Select Committee or Sub-Committee, withdraw the Main Motion.
3. If the Main Motion shall not be a presidential appointment or a vetoed Act, and shall have been introduced by the President and a Senator, or, an individual Senator, the Speaker shall entertain a second for the Main Motion.
  - A. If the Main Motion introduced by the President or, the President and a Senator or, an individual Senator, shall not have received a second it shall not be considered.
4. The Speaker shall ask the Senate if there exists a need for debate.
  - A. If no ex-officio member or member of the Senate indicates a need for debate, the Main Motion shall be called.
5. If an ex-officio member or member of the Senate indicates the need for debate, the Speaker shall declare debate open.
6. The Speaker shall recognize an ex-officio member or member of the Senate in opposition to the Main Motion for the purpose of debate.
7. The Speaker shall recognize an ex-officio member or member of the Senate in support of the Main Motion for the purpose of debate.
8. The Speaker may recognize the Subsidiary Motions to Call the Main Motion.
  - A. The Speaker shall not recognize the Subsidiary Motion to Call the Main Motion, until an ex-officio member or member of the Senate in opposition, and an ex-officio member or member of the Senate in support of the Main Motion, shall have both been recognized.
9. Debate shall continue, one ex-officio member or member of the Senate in opposition and one in support, until a Subsidiary Motion shall have been made which shall have ended debate.

## **Chapter 27**

### Voting

**Section 1**      The methods of Senate voting prescribed herein shall be recognized:

1. Call of the Ayes, and Nays, and Abstentions - Voice Vote
2. Division of the Assembly - Hand Count
3. Roll Call - Individual vote

**Section 2** The Call of the Ayes, Nays, and Abstentions shall be the primary method of voting in the Senate.

**Section 3** If a Senator or the Speaker shall be in doubt of a vote, s/he may call the Division of the Assembly on a motion by making the Subsidiary Motion to change the voting procedure, provided that the Subsidiary Motion is made prior to the Speaker lowering the gavel on the motion.

**Section 4** When the Speaker shall have lowered the gavel on a Special Order, Main Motion, or Subsidiary Motion, the decision of the body shall stand, and may only be reconsidered in a manner prescribed by the Rules of the Senate.

## **Chapter 28**

### Senate Committees

**Section 1** All Committees of the Senate shall be designated Standing Committee or Select Committee, as defined herein and which shall meet during the Regular Period of the Senate:

- A. Standing Committee - A permanent Committee of the Senate, established by the By-laws of the SGA, charged with carrying out a specific charge or area of responsibility.
- B. Select Committee - A Select Committee is a temporary Committee of the Senate, established by a majority vote of the Senate membership in attendance at a scheduled meeting, charged with carrying out a specific task which is not appropriately assigned to a Standing Committee, in existence for one academic year or until the committee goals are met
- C. The Chairperson of Select Committees is required to give a committee report detailing progress made towards reaching the Committee's outlined goals before a Select Committee can be reactivated.
- D. Select Committees shall only be reactivated each Senate Session by a majority vote of the Senate membership in attendance at a scheduled meeting.

**Section 2** Members of all Standing Committees shall serve for the term of one (1) Regular Period of the Senate.

**Section 3** Only Senators shall serve as members of Standing or Select Committees of the Senate.

**Section 4** Upon the appointment of the Chair and a majority vote of the Committee in attendance at a scheduled meeting, any person may serve as an ex-officio member of a Senate Standing or Select Committee.

**Section 5** Senators shall serve on at least one (1) Committee of the Senate and no Senator shall be required to serve on more than one (1) Committee of the Senate.

**Section 6** The Speaker, upon a majority vote of the Senate membership in attendance at a scheduled meeting, shall appoint Senators to the Standing and Select Committees of the Senate.

**Section 7** All Standing Committees of the Senate shall be appointed within twenty (20) calendar days of the first meeting of a Senate Session.

**Section 8** A Senator may appeal her/his Committee appointment to the Senate membership in attendance at a scheduled meeting.

**Section 9** The conduct of Standing or Select Committee meetings shall be subject to the Rules of the Senate as defined by Title II, Chapters 17-27.

**Section 10** If there are less than 5 (five) Senators assigned to a Standing Committee it will be considered inactive and may not convene.

## **Chapter 29**

### Election of Committee Chairs

**Section 1** A Standing or Select Committee of the Senate shall elect, from its membership, and by a majority vote of its membership in attendance at a scheduled meeting, a Chair, who shall act as the chief presiding officer of the Committee.

**Section 2** The Administrative Affairs Committee shall be the first Committee of the Senate appointed and the first to elect its Chair. The Speaker or Associate Speaker shall chair the Administrative Affairs Committee for the meeting at which the Chair is elected and the election shall be held in a manner prescribed by Title II, Chapter 29. Section 3. Paragraphs 1-13 of the By-laws of the SGA, inserting "Speaker" for "member of the Administrative Affairs Committee".

**Section 3** A member of the Administrative Affairs Committee shall chair all other Committee meetings at which a Chair is elected, and shall conduct the election in the manner prescribed herein:

1. The member of the Administrative Affairs Committee shall call the meeting to order.

2. The member of the Administrative Affairs Committee shall take attendance to determine if quorum is present.
3. The member of the Administrative Affairs Committee shall announce that nominations for Chair are open.
4. The member of the Administrative Affairs Committee shall record the nominations in the minutes in the order in which they shall have been made and seconded.
5. The member of the Administrative Affairs Committee shall entertain nominations for Chair until a motion is made, seconded and approved by unanimous consent, to close said nominations.
6. Following the closing of nominations, the member of the Administrative Affairs Committee shall read, from the minutes, the nominations made and seconded, and shall ask each nominee if the nomination is accepted. If the nominee shall have responded in the negative, the member of the Administrative Affairs Committee shall strike the nomination from the minutes.
7. The member of the Administrative Affairs Committee shall then provide that each nominee have the opportunity to address the Committee for no more than three (3) minutes, and entertain questions for no more than three (3) minutes.
8. When each nominee shall have been provided the opportunity to address the Committee and entertain questions, the member of the Administrative Affairs Committee shall read again, from the minutes, the nominations.
9. The member of the Administrative Affairs Committee shall then distribute to each Committee member one (1) ballot, which shall be a plain, otherwise unmarked 8.5" x 5.5" piece of white paper, folded in half, and affixed with a number from 001 to 050.
10. The member of the Administrative Affairs Committee shall then direct each Committee member to cast from the list of nominations recorded in the minutes one (1) vote for Chair.
10. Following this direction and the lapse of five minutes, the member of the Administrative Affairs Committee shall retrieve the ballots in the manner in which they were distributed and the presence of the Committee, count the ballots.
11. Following the completion of the ballot count, the member of the Administrative Affairs Committee shall report to the Committee the complete numerical tabulation of the results, and declare that Senator having received the majority of the votes cast, to be elected Chair.

12. The member of the Administrative Affairs Committee shall then yield the chair to the Chair, and proceed to destroy the ballots at the expiration of twenty-four hours (24).

**Section 4** If there shall be only one nominee for Chair, the member of the Administrative Affairs Committee may ask that the nominee be elected by acclamation.

**Section 5** No nomination for a Committee Chair shall be recorded in the minutes which shall not have received a second.

**Section 6** No Committee member shall make more than one (1) nomination for Chair.

**Section 7** If, after the ballots shall have been counted by the member of the Administrative Affairs Committee, no nominee for the office of Chair shall have received a majority of the votes cast, the nominee receiving the lowest total shall be eliminated and the ballots re-cast. The ballots shall continue to be re-cast in this manner until one (1) nominee shall have received a majority.

**Section 8** A Committee member, within twenty-four (24) hours of the election may request a re-count.

**Section 9** No business shall be conducted by a Standing or Select Committee of the Senate, prior to the election of the Chair.

### **Chapter 30** Committee Chairs

**Section 1** The Chair shall be the chief presiding officer of the Standing or Select Committee.

**Section 2** In the event the Chair is unable to attend a meeting of the Committee, s/he shall appoint a member of the Committee to chair the meeting.

**Section 3** The Chair shall, upon a majority vote of the Committee membership in attendance at a scheduled Committee meeting, appoint the Chairs of the Committee's Sub-Committee(s).

**Section 4** All Chairs, or their designee, shall be required to record the minutes of each Committee meeting. The recording shall be in written form and one copy shall be distributed to each Committee member within seven (7) calendar days of the meeting. In addition, one (1) copy shall be submitted to the Associate Speaker and one (1) copy to the Secretary of Administrative Affairs.

**Section 5** The minutes of each meeting shall include the information prescribed herein:

1. The name and title of the chair
2. Committee members present
3. Committee members absent
4. All motions and votes taken

**Section 6** If a vacancy shall occur in the office of Standing or Select Committee Chair, an election shall be held to fill the vacancy in a manner prescribed by Title II, Chapter 29, of the By-laws of the SGA.

### **Chapter 31** Standing Committees

**Section 1** There shall be six (6) Standing Committees of the Senate as prescribed herein.

**Section 2** The Ways and Means Committee - The Ways and Means Committee shall:

1. Provide for the appointment of at least five (5) ex-officio members who shall be members of Registered Student Organizations.
2. Review and recommend to the Senate, legislation relating to Title VI of the By-laws of the SGA.
3. Formulate the Proposed Annual SGA S-1 Budget Act.
4. Assist the Secretary of Finance in the effective implementation Acts of the SGA within the Committee's jurisdiction.

**Section 3** Administrative Affairs Committee- The Administrative Affairs Committee shall:

1. Maintain and review the Constitution of the SGA, and entertain all motions for amendment thereof.
2. Review and recommend to the Senate, legislation relating to Title I, II, III, IV, V, VII, and VIII of the By-laws of the SGA which will be at the discretion of the Speaker of the SGA Senate or his/her designee.

3. Review and recommend to the Senate, legislation relating to Title VII of the By-laws of the SGA.
4. Review all SGA personnel matters, and recommend to the Senate appropriate legislation pursuant thereto.
5. Conduct the elections for Senate Committee Chairs.
6. Assist the Secretary of Administrative Affairs and the Secretary of the Registry, in the effective implementation of Acts of the SGA within the Committee's jurisdiction.
  - A. The Rules and Ethics Sub-Committee - The Rules and Ethics Sub-Committee of the Administrative Affairs Committee shall:
    1. Review and recommend to the Senate, legislation relating to Titles I, II, III, IV, and VIII of the By-laws of the SGA which will be at the discretion of the Speaker of the SGA Senate or his/her designee.
    2. Review and recommend to the Senate legislation which shall better serve to enforce the rules and procedures of the Senate.
    3. Facilitate the processes of the Senate and assist the Speaker in planning and organizing meetings of the Senate.
    4. Entertain all motions of Impeachment and Expulsion.
    5. Assist the Attorney General in the effective implementation of Acts of the SGA within the Sub-Committee's jurisdiction.

**Section 4** University Policy Committee - The University Policy Committee shall:

1. Review and recommend to the Senate legislation regarding any University Policy.
2. Act as the Senate's liaison to the University Administration.
3. Assist the Secretary of University Policy in the effective implementation of Acts of the SGA within the Committee's jurisdiction.
  - A. Academic Policy Sub-Committee - The Academic Policy Sub-Committee of the University Policy Committee shall:
    1. Act as the Senate's liaison to the Faculty Senate.
    2. Review and recommend to the Senate legislation regarding any University academic policy.

3. Review and recommend to the Senate legislation, which shall serve to define the undergraduate's role in University academics, and involve effective student influence in departmental academic University policies and planning agencies.

B. Student Affairs Policy Sub-Committee - The Student Affairs Policy Sub-Committee of the University Policy Committee shall:

1. Review and recommend to the Senate legislation regarding all on-campus and off-campus SGA member rents and fees.
2. Review and recommend to the Senate legislation, regarding the administrative policies of Housing Services, Health Services and all agencies and divisions of the University not specifically related to academics.

**Section 5** The Public Policy and Relations Committee - The Public Policy Committee shall:

1. Organize publicity campaigns and employ media outlets to inform students and the campus community of the activities of the SGA.
2. Review legislation pertaining to the collective sentiment of the Senate.
3. Review and recommend to the Senate legislation regarding SGA systems of distributing information.
4. Review and recommend to the Senate legislation which shall assist in mobilizing students to lobby for state and federal legislation.
5. Report to the Senate on student attitudes and perceptions pertinent to the SGA.
6. Act as the Senate's liaison to the Town of Amherst.
7. Assist the Secretary of Public Policy and Relations in the effective implementation of Acts of the SGA within the committee's jurisdiction.
8. Review and report to the Senate on Federal, State, and local legislation which affects the interests of students at the University and public higher education in Massachusetts.

**Section 6** The Diversity Issues Committee – the Diversity Issues Committee shall:

1. Review and recommend to Senate legislation that is in any way relative to diversity on campus.



2. Assist the Secretary of Diversity Issues in the effective implementation of Student Government Association Acts and Resolutions within the committee's jurisdiction.
3. Work with the Public Policy and Relations Committee to promote a diverse Senate body and encourage participation from diverse communities on campus.
4. Act as the Senate's liaison to the Campus Administration in regard to diversity issues.
5. Provide for the appointment of at least five (5) ex-officio members who shall be representative of the following:
  - A. The Director of the Office of ALANA affairs or his/her designee
  - B. The Chair of the ALANA Caucus or his/her designee
  - C. The Secretary of Diversity Issues
  - D. The Student Coordinator of SCERA or his/her designee
  - E. The Chair of the Public Policy and Relations Committee or his/her designee.

**Section 7** The Finance Committee – The Finance Committee shall:

1. Research and recommend to the Senate legislation which shall provide financial information and other such services to Registered Student Organizations.
2. Entertain all motions to appropriate monies from the Finance Reserves.
3. Research and recommend to the Senate, legislation which shall establish systems of Registered Student Organization revenue generation.
4. Assist the Secretary of Finance in the effective implementation Acts of the SGA within the Committee's jurisdiction.

## **Chapter 32** Impeachment and Recall

**Section 1** A SGA member may request the impeachment of the President, the Speaker, the Associate Speaker, a Student Judiciary member, or an Elections Commission member, by filing written charges with the Rules and Ethics Sub-Committee of the Administrative Affairs Committee.

**Section 2** Upon the receipt of written charges, and within thirty (30) calendar days, the Rules and Ethics Sub-Committee shall investigate the charges in a manner prescribed by a majority vote of its membership in attendance at a scheduled meeting.

**Section 3** Within fourteen (14) calendar days of its investigation, the Rules and Ethics Sub-Committee shall vote on whether Impeachment proceedings shall be brought before the Senate.

**Section 4** If the Rules and Ethics Sub-Committee shall have voted to bring Impeachment proceedings before the Senate, the Chair shall submit to the subject SGA Officer written notice of the charges no less than seventy-two (72) hours prior to the Senate meeting at which the Impeachment proceedings shall be considered.

**Section 5** If the Rules and Ethics Sub-Committee shall not have acted on the charges within fourteen calendar days of their investigation, the matter may be brought before the Senate upon a two-thirds (2/3) vote of the Senate membership in attendance at a scheduled meeting.

**Section 6** If Impeachment proceedings shall have been brought before the Senate, the charges shall be announced, the Rules and Ethics Sub-Committee report on the matter shall be entered into the minutes, and the subject SGA Officer shall be afforded an opportunity to address the Senate for twenty (20) minutes which shall not be infringed by any person.

**Section 7** If, upon a two-thirds (2/3) vote of its membership in attendance at a scheduled meeting, the Senate shall have voted to impeach the subject SGA Officer, then, upon the announcement of the vote by the chair, the Impeachment shall be complete, and the Senate shall submit to the Student Judiciary, unless otherwise provided for by the By-laws of the SGA, a Petition for a Ruling as to whether the subject SGA officer shall be recalled.

**Section 8** The subject SGA Officer may, up until the time that impeachment proceedings shall have been brought before the Senate, resign and formal charges shall be dropped.

**Section 9** The Chief Justice shall chair Senate meetings at which Articles of Impeachment shall be considered.

**Section 10** If a member of the Student Judiciary shall be the subject of Articles of Impeachment, the Attorney General shall chair the meeting of the Senate at which said Articles of Impeachment shall be considered.

**Section 11** If a member of the Student Judiciary shall have been impeached, the Senate may, upon a three-fourths (3/4) vote of its membership in attendance at a scheduled meeting, recall said Student Judiciary member.

### **Chapter 33** Senate Budget Hearing

**Section 1** The following sections shall only be in effect at the annual SGA Budget meeting.

**Section 2** The SGA Budget act shall be the first motion on the agenda of the meeting(s) that it will be heard and shall supersede all motions previously or currently on the agenda. The SGA Budget act may not be tabled.

**Section 3** The Budget shall be considered until any and all organizations that have applied for funding and have also filed an Appeal of Appropriations, shall have been given the opportunity to present before the Senate.

**Section 4** No organization shall be allowed to present to the Senate unless they have submitted to the Speaker of the Senate, twenty-four (24) hours in advance of the budget meeting, an Appeal of Appropriations and have requested a hearing with the Ways and Means Committee.

**Section 5** An Appeal of Appropriations shall include the following:

1. The name(s) of the persons appealing the Ways and Means budget recommendation.
2. The organization they are representing.
3. The office they hold within the organization.
4. The reason for appeal.
5. Whether they have had a hearing with the Ways and Means Committee and the result of that hearing.

**Section 6** The appeal of appropriation shall specifically state that it is an appeal to the Senate and not the Ways and Means Committee and the organization may not appeal to the Senate unless it has previously requested a hearing with the Ways and Means Committee.

**Section 7** The Speaker of the Senate shall give to all organizations that have applied for funding (through mailboxes in the Campus Activities Office), and at least six (6) days prior to the budget meeting, the Ways and Means recommendation and a copy of an Appeal of appropriation with the deadline.

**Section 8** Appeals of Appropriation shall also be made available at the Student Government and Campus Activities offices at least 6 (six) days prior to the budget meeting.

**Section 9** If the budget shall fail upon its initial vote it shall be broken into line items by organization.

**Section 10** Any organization shall be allowed to present on their budget if the initial Ways and Means recommendation shall have failed before the Senate.

**Section 11** Subsidiary motions to amend, amend an amendment, call the amendment, recess (no greater than 15 minutes) and recognize a non-member shall be in order if the original Ways and Means budget shall have been failed.