

## TITLE III: THE LEGISLATIVE BRANCH

### Chapter 300 Legislative Authority

As provided for in Article II, Section 1, of the Constitution of the Student Body of the University of Central Florida.

### Chapter 301 Responsibilities of the Student Body Senate

The Student Body Senate shall be bound to the execution of any project, program, service or action under the Student Body Senate's jurisdiction that has been consummated by the Student Body Senate and the Student Body President by means of a Bill or Special Act signed by the appropriate authorities.

### Chapter 302 Apportionment of the Student Senate

- 302.1 The Student Senators shall be elected proportionately from each of the several University colleges and schools that are not associated with a college. Each college and school will be represented by at least one senator.
- 302.2 The total number of seats, allocated to the Student Body Senate hereinafter shall be referred to as Senate seats, shall be passed by the Student Body Senate, as recommended by the Elections and Appointments Committee, immediately following acquisition of the number based on the enrollment projections released by the Institutional Knowledge Management. There will be one Senate seat per every 1,000 students of each college, rounded to the nearest Senate seat, predicted to enroll the following semester.
- 302.3 The following provisions will be made for graduate students, regional campuses, and undeclared majors:
  - A. For apportionment purposes, graduate students, regardless of college affiliation, will be represented under the College of Graduate Studies.
  - B. The Central Region shall be considered part of the University's main campus for apportionment purposes.
  - C. Students with no official major ("undeclared") will be calculated in the apportionment based on the enrollment figures obtained from the UCF Office of Institutional Research.
- 302.4 Eligibility provisions for adjustments to college/school designation during a Senator's term of office:
  - A. In the event a Senator changes the college/school during his or her term of office within the Senate, the Senator shall, upon verification by the Senate Advisor, be notified by the Speaker of the Senate that they are in noncompliance.
    1. Said senator shall have one (1) week after notification to change his or her major to represent his or her elected/appointed college/school in order to retain his or her seat.

2. A senator who refuses to change their major to the college/school to which they were elected/appointed forfeits their seat immediately.
- B. In the event that the University should change the college/school a major is designated under during a Senate session, seat allocations will not be affected by the change until the following apportionment cycle.

### **Chapter 303 Terms of Office**

- 303.1 Student Senators shall take office upon installation, and will serve until the final meeting of that session, or until considered resigned or removed.
- 303.2 Installation of elected Student Senators shall occur at the first Student Senate meeting of the Senate Session, or upon being sworn into Senate.

### **Chapter 304 The Officers of the Student Senate**

#### 304.1 The Election and Appointment of Officers

- A. At the first meeting of a Student Senate Session, the Student Body Vice President:
  1. Shall take the Chair.
  2. Shall call the meeting of the new Student Senate to order.
  3. Shall immediately call for the nomination and election of the Speaker of the Senate. All Senators shall be eligible for nomination to the office of Speaker of the Senate.
  4. Shall immediately yield the Chair to the newly-elected Speaker of the Senate at the conclusion of the Speaker of the Senate elections.
- B. Upon being elected at the first meeting of a Student Senate Session, the Speaker of the Senate:
  1. Shall take the Chair.
  2. Shall immediately call for the nomination and election of the Senate President Pro Tempore. All Senators shall be eligible for nomination to the office of Senate President Pro Tempore.
  3. Shall immediately name the temporary acting Chair of all committees. The acting Chair is not required to be appointed or elected to said committee for the purpose of establishing the initial meeting.

#### 304.2 Vote of No Confidence

- A. Speaker of the Senate:
  1. A vote of “no confidence” on the Speaker of the Senate may be moved at any Senate meeting and voted on at the next regularly scheduled Senate meeting, unless otherwise stipulated by Senate Rule Four.
  2. The Speaker of the Senate must vacate the Chair while the question of “no confidence” is pending.
  3. A vote of “no confidence” shall require a majority vote of the Senate.
  4. If the majority vote is acquired, the Speaker of the Senate is considered resigned from the position, at which point the Senate

President Pro Tempore shall take the Chair and call for the immediate nomination of the Speaker of the Senate. All Senators are eligible for nomination.

5. The election of the Speaker of the Senate shall occur at the next regularly scheduled Senate meeting, unless otherwise stipulated by Senate Rule Four.

B. Senate President Pro Tempore and Deputy President Pro Tempore

1. A vote of “no confidence” on the Senate President Pro Tempore or a Deputy Pro Tempore may be moved at any Senate meeting, and voted on at the next regularly scheduled Senate meeting.
2. The Senate, by majority vote, may remove the Senate President Pro Tempore or Deputy Pro Tempore. If removed, the Senate President Pro Tempore or Deputy Pro Tempore is considered resigned from their position.
3. If the Senate President Pro Tempore is removed, nominations for the office of Senate President Pro Tempore will be held immediately, with elections being held during the next regular Senate meeting following a vote of “no confidence”, unless stipulated in Senate Rule Four.
4. All Senators are eligible for nomination.
5. If a Deputy Pro Tempore is removed, the Senate President Pro Tempore shall appoint a Deputy as stipulated in Title III.

C. Committee Chair and Vice Chair

1. A vote of “no confidence” on a Committee Chair or Vice Chair may be moved at any meeting of that committee, and voted on at the next regular committee meeting. The committee, by majority vote, may remove the Chair or Vice Chair of that committee. If removed, they are then considered resigned from said position.
2. Nomination and election of a Committee Chair or Vice Chair shall take place at the committee meeting following a vote of “no confidence”. All members of the committee shall be eligible for nomination.
3. The committee’s decision to no confidence its Chair or Vice Chair may be overturned by a 2/3 vote of the Senate, but must be done no later than two Senate meetings from the committee meeting immediately following the no confidence vote.
4. A vote of “no confidence” on a Committee Chair or Vice Chair may be moved at a Senate meeting, and voted on at the next regularly scheduled Senate meeting. The Senate, by majority vote, may remove the Chair or Vice Chair. If removed, they are then considered resigned from said position. Nominations and election of a Committee Chair or Vice Chair shall take place at the committee meeting following a vote of “no confidence” of the Senate. All members of the committee shall be eligible for nomination.

304.3 Powers and Duties of the Chair

- A. Call to Order: The Chair shall call the Student Senate to order and proceed

with business within thirty (30) minutes of the specified time of convening.

- B. Order and Decorum: The Chair shall preserve the order of parliamentary procedure, maintain the decorum of the meeting, and be a neutral arbitrator of the Senate.

304.4 Duties and Powers of the Senate President

A. The Senate President shall

1. Take the Chair on every legislative day, at the time specified by the Student Body Senate Rules and Procedures or by special order of the Student Body Senate, with the exceptions granted by illness, the Student Body Senate Rules and Procedures, or Student Body Statutes.
2. Appoint all standing committees; such appointments shall be announced during a scheduled Senate meeting prior to taking effect. Any committee appointment may be altered by a majority vote of the Student Body Senate. Senate President shall ensure no committee's membership exceeds the committee maximum.
3. Sign all measures, writs, warrants and subpoenas of, or issued by order of, the Student Body Senate.
  - i. In the event the Senate President is absent, the Senate President Pro Tempore may sign in their place.
4. Be responsible for making all arrangements necessary for the meetings of the Student Body Senate including room reservations, and clerical procedures for Bills, Resolutions, Constitutional Amendments, and Special Acts.
5. Have the right to name any Committee Chair, in the event the President Pro Tempore is unavailable or declines, to perform the "duties of the Chair," but the appointed Student Body Senator must always yield the Chair to the Senate President or the Senate President Pro Tempore upon completion of the issue. The acting Chair must vacate the Chair to debate, and they may not regain the Chair while the legislation or issue is being debated.
6. Announce all Senate resignations and removals within one (1) week of enactment.
7. The Senate President shall post a schedule of Senate Meetings during academic terms so that no lapse between Senate Meetings exceeds two (2) consecutive weeks.
8. Serve a term in congruence with the Senate Session that they are elected as a Student Body Senator.
9. Assume the powers of the Chair immediately after their election.
10. Not introduce legislation for which they will participate in the debate as Chair.
11. Not sponsor legislation for which they will participate as Chair.
12. Not receive student organizations from the office of the Pro Tempore for the purpose of representation.
13. Not sit on any committee of the Student Body Senate.
14. Be able to appoint an Internal Legislative Assistant and an External Legislative Assistant, if provided for in the A&SF Budget.

- i. These appointments must be confirmed by a majority vote of the Senate, by ballot.
  - ii. The duties and responsibilities of the Internal and External Legislative Assistant can be found in Student Body Statute 304.5.
  - iii. The Senate President reserves the right to assign any other responsibilities to the Internal and External Legislative Assistants which they deem necessary.
15. Certify that all Student Senators comply with the Student Body Statute's requirement to meet with respective deans or associate deans, attend SGA Student Body Senate Retreats and Leadership Seminars.
16. Plan and organize the Senate Retreat for the following Senate session in the Fall semester.
17. Upon resignation or removal of the Senate President, the acting Chair shall immediately call for the nomination of the Senate President. All Student Body Senators shall be eligible for nomination. The election of the Senate President shall occur immediately following nominations, unless the Student Body Senate moves, by a two-thirds (2/3) vote, to postpone the election to the following Student Body Senate meeting.

#### 304.5 Duties and Powers of the Legislative Assistants

##### A. The Legislative Assistants shall

18. Have the respective titles of External Legislative Assistant and Internal Legislative Assistant.
  - i. The External Legislative Assistant shall
    1. Be a point of contact for all public relation affairs between the Student Body Senate and
      - a. SGA Executive Branch.
      - b. SGA Judicial Council.
      - c. Media agencies.
      - d. University Colleges and Departments.
    2. Schedule University College Dean meetings for Student Senators for the Fall and Spring Semester.
    3. Upon request, may draft measures pertaining to events that impact the University, the Student Body, and the Student Body Senate.
  - ii. The Internal Legislative Assistant shall
    1. Work in cooperation with the designated Executive and Judicial Branch members for the promotion, selection, and operations of the Student Government Leadership Council in the Fall semester.
    2. Be in charge of the operations of the Senate Leadership Council in the Spring semester.
19. Not occupy any other Officer position of the Student Body Senate throughout their term as a Legislative Assistant.
20. Meet on a weekly basis with the Senate President.
21. Complete any additional duties and responsibilities as deemed

- appropriate by the Senate President.
22. Serve a term in congruence with their Senate President.

304.6 Duties and Powers of the Senate President Pro Tempore

- A. The Senate President Pro Tempore shall
  1. Assign Registered Student Organizations proportionately among the Student Body Senate.
  2. Assume the Duties and Powers of the Senate President in the absence of, or upon request of the Senate President.
  3. Be a member of all Senate Special, Standing, and Ad Hoc committee meetings.
  4. Not occupy any other Student Body Senate Officer position throughout their term of office as President Pro Tempore.
  5. Appoint two Deputies Pro Tempore from among the Student Body Senate membership.
    - i. These appointments must be confirmed by a majority vote of the Senate.
    - ii. The Senate President Pro Tempore may remove a Deputy Pro Tempore at any time.
  6. Have the authority to delegate any of their duties, powers, and tasks to their Deputies Pro Tempore when appropriate.
  7. Appoint a Sergeant-at-Arms from among the Student Body Senate with the concurrence of the Senate President.
  8. Schedule, lead, and verify that all Student Senator attend a Senate Orientation within ten (10) business days of them being sworn in as a Student Senator.
  9. Verify that all student Student Senators are financially trained within ten (10) business days of them being sworn in as a Student Senator.
  10. Provide means for the Student Body to learn the current SGA Legislative Branch fiscal policies.
  11. Notify the Senate President of any Student Senator in noncompliance.
  12. Serve a term in congruence with the current Senate Session they were elected or appointed to as a Student Senator, or until a formal resignation has been made.
- B. Upon resignation or removal of the Senate President Pro Tempore, the Senate President shall immediately call for the nomination of the Senate President Pro Tempore.
  1. All Senators shall be eligible for nomination.
  2. The election of the Senate President Pro Tempore shall occur immediately following nominations.
    - i. The Student Body Senate may postpone the election to the following Student Body Senate meeting with a two-thirds (2/3) vote.

304.7 Duties and Powers of a Deputy Pro Tempore

A. The Deputies Pro Tempore shall

1. Have the respective titles of Deputy Pro Tempore of Legislative Affairs and Deputy Pro Tempore of Senate Relations.
  - i. The Deputy Pro Tempore of Legislative Affairs shall
    1. Draft all Fiscal Legislation and assign to an appropriate Student Senator
    2. Review and advise Student Senators on all Internal Legislation.
    3. Be a point of contact between the Student Body Senate and the Activity and Service Fee Business Office.
  - ii. The Deputy Pro Tempore of Senate Relations shall
    1. Maintain a mutually beneficial relationship between the Student Body Senate and
      - a. Activity and Service Fee Affiliated Agencies.
      - b. Activity and Service Fee Affiliated Departments.
      - c. Registered Student Organizations.
    2. Support the operations of
      - a. Student Government Association Executive Branch
      - b. Activity and Service Fee Affiliated Agencies
      - c. Activity and Service Fee Affiliated Departments
    3. Verify that all Student Senators maintain contact with their assigned RSO(s).
2. Not occupy any other Officer position of the Student Body Senate throughout their term as a Deputy Pro Tempore.
3. Meet on a weekly basis with the Senate President Pro Tempore.
4. Take accurate minutes of business conducted in the Senate Executive meetings for the Senate President Pro Tempore.
5. Assume the Duties and Powers of the Senate President Pro Tempore in the absence of or upon request of the Senate President Pro Tempore.
6. Complete any additional duties and responsibilities as deemed appropriate by the Senate President Pro Tempore.
7. Serve a term in congruence with their Senate President Pro Tempore.

304.8 Powers and Duties of Committee Chair

- A. The Acting Committee Chair shall set the meeting time of their respective standing committees, with the concurrence of a majority of the committee, and, at the first (1<sup>st</sup>) official meeting, the Acting Chair shall call for the election of the Chair. The newly-elected Chair will call for the nomination of the Vice Chair during Miscellaneous Business. Vice Chair elections will be held at the next scheduled committee meeting.
- B. Chair as Committee Member: The Chair of a committee may be an active member of the committee --debating and voting-- but shall also be responsible for presiding over, and keeping order and decorum in meetings.
- C. Meeting Times: The Chair shall be responsible for setting and posting the

committee meeting times and locations, with the concurrence of a majority of the committee. The time of the meeting must be posted in accordance with the Sunshine Law.

- D. Expunging Committee Absences: The Chair shall have the power to expunge committee absence(s) of a Senator from their respective committees, upon written petition. The written petition must be turned in to the Committee Chair within two (2) weeks following the absence in question or else said absence will not be considered expunged. A majority vote of the Committee or Senate can overturn the decision of the Chair.
- E. Eligibility: The Chair of the standing committee shall be prohibited from holding the position of Vice Chair of that committee, or of holding the position of Chair for any other standing committee.

304.9 Powers and Duties of the Vice Chair

- A. Assuming the Chair: The Vice Chair shall assume the "duties of the Chair," upon request, or if the Chair is unable to perform the prescribed duties.
- B. The Vice Chair as Secretary: The Vice Chair shall be responsible for keeping the minutes of each committee meeting and submitting the minutes to the Senate Graduate Assistant for archival purposes by noon of the next scheduled Senate meeting, with the exception of the Operations Review Committee.
- C. The Vice Chairs of the Conference Registration and Travel Committee and Financial Allocation for Organizations Committee must submit minutes of their respective committee meetings to the Student Government Comptroller by noon of the next scheduled Senate meeting.
- D. The Vice Chair of the Operations Review Committee must submit minutes of their committee meeting to the Student Government Comptroller and the Senate Graduate Assistant by a time approved each semester by a concurrence of the Student Government Comptroller, Speaker of the Senate, and Senate President Pro Tempore.
- E. Succession: Upon the resignation or removal of the Committee Chair, the Vice Chair shall assume the Chair and call for the immediate nomination and election of a new Chair.

**Chapter 305 Student Senate Voting on Measures**

- 305.1 At no time shall the Student Senate vote by secret ballot on any measure.
- 305.2 Senators may cast a vote in only one of three categories: "Yes," "No," or "Abstain." A vote cast as an "Abstention," shall not count for or against passage or rejection of the motion, measure, or appointment under consideration.
- 305.3 One Senator authorizing another Senator to vote by proxy or substitution in their absence shall be prohibited. Exceptions may be made by a two-thirds (2/3) vote of the Senate, to allow for Senators to be present at the meeting by utilizing satellite means to cast their ballot votes via their official SGA email account to the Senate

Advisor and Senate Graduate Assistant. All such votes shall be printed following the Senate meeting and kept by the Senate Graduate Assistant for record-keeping.

### **Chapter 306 Student Senate Confirmation of Presidential Appointments**

- 306.1 Each presidential appointee shall attend an E&A Committee Meetings for questioning.
- A. If confirmed by majority vote of the E&A Committee, the appointee must be present and available for questioning at the Senate Meeting in which they are to be considered by the Student Body Senate.
    - a. The Student Body Senate, by a two-thirds (2/3) vote, may confirm the candidate.
    - b. If the Student Body Senate does not confirm a candidate by a two-thirds (2/3) vote, the candidate will be considered rejected.
  - B. If rejected by majority vote of the E&A Committee, the appointee will not be considered by the Student Body Senate.
    - a. The appointee may be considered one (1) additional time, by written request of the Student Body President, at the next scheduled E&A Committee meeting (excluding caucus meetings).
    - b. If rejected by majority vote of the E&A Committee a second time, the appointee will not be considered by the Student Body Senate.
  - C. The Student Body Senate, by a two-thirds (2/3) vote, may decide to appeal the decision by the E&A Committee to reject an appointee after the appointee has been rejected twice at the next Senate Meeting.
    - a. If the Student Body Senate votes successfully to appeal the decision of the E&A Committee, the Student Body Senate, by a two-thirds (2/3) vote, may confirm or reject the appointee at the next scheduled Senate Meeting.
  - D. No person whose appointment has been rejected by the Student Body Senate shall be eligible for appointment to the same office within the same academic semester of the original appointment.
  - E. If an individual misses two consecutive E&A Committee meetings (excluding caucus meetings), with no stated explanation, they will be removed from the pool of applicants at that time. There is no restriction on re-application.
  - F. In the event that the absence(s) are not the fault of the individual, the consequences delineated in Chapter 306.1A shall be waived with the E&A Committee determining whether the absence of the appointee constitutes a legitimate excuse.
  - G. All rejections made by the E&A Committee shall be verbally reported to the Student Body Senate at the following Senate Meeting, after which the Student

Body Senate will have until the adjournment of that Senate Meeting, unless a one-week delay is requested, to change the committee's action(s) by a supermajority vote.

- 306.2 Upon acceptance of a motion to confirm by the Chair or Vice Chair of the E&A Committee, or in the event that neither of them are present in Senate, the Senate President Pro Tempore, the Senate shall vote by ballot on the confirmation of an appointee. A ballot must be signed to be counted in the vote, and subsequently reported in the Journal. A public vote (voice vote, raising hands, or roll call) shall not be used for the confirmation of an appointee.
- 306.3 No salaries or compensations shall be paid to the newly-designated office-holder until confirmation by the Student Senate and swearing in by a Justice of the Judicial Council.
- 306.4 All confirmation votes for Student Government positions held during Senate Meeting shall be held during the section of the agenda titled confirmations. These confirmation votes shall be initiated by the E&A Committee Chair or Vice Chair, or in the event that neither of them are present in Senate, the Senate President Pro Tempore. The results of these votes shall be announced as soon as the votes are tabulated.

### **Chapter 307 Student Senate Summer and Temporary Signovers**

- 307.1 Student Senators who will be absent during all or part of any semester may designate a Senate Signover during their period of absence. The Senate Signover designee will practice all rights and privileges of an elected or appointed Senator, unless otherwise specified by these Statutes. Should the Senator not return at the completion of the designated period of absence, the Senate seat will be declared vacant.
- 307.2 Signover Procedures:
- A. The Student Senator will obtain the Senate Seat Signover Form from the Legislative, Judicial, and Rules Committee Chair or Senate Graduate Assistant.
  - B. The Student Senator shall complete and sign the form and obtain the signature of the Signover designee. The Student Government Advisor must witness both signatures, and verify the eligibility of both the Student Senator and the Signover designee. The Senate Seat Signover Form must include a specific start date and conform to the limitations stated herein.
  - C. The Student Senator will bring the form to the Student Body President. The Student Body President's signature on the Senate Seat Signover Form authorizes the Signover process.
    - 1. If the Student Body President chooses not to give authorization, they

must write the reasons for the decisions attached to the Senate Seat Signover form.

2. If the Student Body President decides to withhold their signature, the Student Senator may continue with the Signover process. However, the Student Body Senate shall require require a two-third (2/3) vote rather than a majority as stated below.
- D. The Student Senator will give copies of the completed form to the Senate President and the Legislative, Judicial and Rules Committee Chair. The Senator shall give the original form to the Senate President Pro Tempore.
- E. The Senate President Pro Tempore will bring the Signover designee before the Student Body Senate for confirmation during the section of the meeting titled Confirmations. The Senate President Pro Tempore must do so at the regularly scheduled Senate meeting immediately following receipt of the Signover form.
- F. A majority vote of the Student Body Senate is required to approve a Signover designee.
- G. The Signover designee will occupy the Student Body Senate seat on the date stated on the Senate Seat Signover form, provided the Signover designee has taken the oath of office.

#### 307.3 Restrictions on the Signover Process

- A. Senators attempting to Signover a seat must continue to meet eligibility requirements until approval of said Signover by the Senate.
- B. A Signover will be declared invalid if either the Senator or the Signover designee is not eligible to hold office at the time of the approval vote of Senate.
- C. Senators will not be eligible to Sign over their seat if the Senator is under Notification of Non-Compliance or Recommendation of Censure, or is in the process of impeachment or removal.
- D. The Signover period will begin on the date entered on the Signover form. The Signover period will end at the conclusion of the last scheduled Senate meeting of the semester or the last scheduled Senate meeting of the Session in which the Signover period begins, whichever comes first. A semester shall be defined as fall, spring or summer "C."

#### 307.4 Restrictions on the Signover Designee:

- A. Signover designees may retain the committee membership of the original Senator, but will NOT retain any of the following leadership positions: Speaker of the Senate, Senate President Pro Tempore, Deputy Pro Tempore of Legislative and Governmental Affairs, Deputy Pro Tempore of Senate Operations and Appropriations, Committee Chair, or Committee Vice Chair.
- B. In the event that the membership of the committee that the original Senator served on exceeds twelve (12) senators, it is the responsibility of the returning Senator to gain membership on a committee upon return.

#### 307.5 Termination of a Signover

- A. The original Senator will resume custody of the Senate seat at the first regularly scheduled Senate meeting of the semester following the Signover period.
- B. Absences for Signover designees include those absences previously accumulated by the original Senator. Any absences a designee accrues during the Signover period will count against the original Senator at the termination of the Signover period. If a Signover designee is removed from Senate based on procedures outlined in Senate Rules for absences, the Senate seat will be declared vacant.
- C. If a Signover designee resigns from Senate or is removed from Senate for any reason, the Senate seat will be declared vacant.
- D. If the original Senator takes the Oath of Office for another position within Student Government during the period of the Signover, the Signover immediately terminates, and the seat is declared vacant.
- E. If either the original Senator or the Signover designee ceases to meet eligibility requirements to hold office at any point during the Signover period, the Senate seat will be declared vacant if the student does not gain eligibility as per Title III or X.

307.6 Early Termination of Signover

- A. The original Senator may reclaim the Senate seat at any time during the Signover period.
- B. To reclaim the Senate seat, the original Senator must retrieve the form they submitted to the Senate President Pro Tempore and sign the section on the form labeled “Early Return.”
- C. The Student Government Advisor must witness the Senator’s signature, and check the Senator’s eligibility.
- D. The Senator will reclaim the Senate seat five business days following the date on which they signed the “Early Return” section of the form.

307.7 All vacant Senate seats are to be filled by Presidential appointment as stated in Statutes. Once a Senate seat is declared vacant, it immediately falls under the authority of the President, and the Senate cannot take any further action to fill said vacancies other than exercising the power of confirmation voting.

**Chapter 308 Senate Committee Membership**

308.1 Senate committee membership shall not exceed twenty percent (20%) of total apportioned Student Body Senate Seats rounding to the nearest whole number, with exception of CRT and FAO, as described in Chapter 308.

- 308.2 The FAO, LJR, E&A, and CRT committee membership shall be elected from within the Senate.
- A. Senators may be voting members of either the CRT Committee or the FAO Committee, but not both.
  - B. The CRT Committee and the FAO Committee shall be allotted an additional

seat, which is reserved for an ORC representative.

- C. An ORC representative, as elected by the Operations Review Committee, shall sit as a voting member on the FAO Committee and the CRT Committee. The same individual may not be elected as ORC representative to both the CRT and FAO Committees.
- D. Acting as ORC Representative on either the CRT or FAO Committee shall not count towards that Senator's two Standing Committee memberships. An individual elected as ORC representative may not also sit on a fiscal committee.
- E. In the absence of an ORC representative from CRT or FAO Committee meeting, the ORC Chair or ORC Vice Chair shall be able to attend as a non-voting member.

308.3 If the FAO committee, CRT committee, LJR committee, or E&A committee membership falls below the maximum number of members, the Senate, by a majority vote, may decide to hold an election to fill the vacant committee seats. To be elected to the committee, those nominated shall only require a majority vote.

308.4 LJR Committee Membership

- A. If the committee membership falls below the maximum number of members, the Senate, by a majority vote, may decide to hold an election to fill the vacant committee seats. To be elected to the committee, those nominated shall only require a majority vote.
- B. No new senators may be elected to the LJR committee once an Impeachment affidavit has been filed. This prohibition shall last until the Removal Hearing has concluded or the affidavit is dismissed.

308.5 The Senate President Pro Tempore or their designee shall be a member of every Senate Committee.

- A. Their membership shall not count against quorum; however, it shall count for it.
- B. Their membership shall not count as one of the twelve (12) members that all committees are limited to.

**Chapter 309 Senatorial Responsibilities**

309.1 Senate is a Year-Round Commitment:

- A. Senators are required to attend weekly Senate meetings, which can last, but are not limited to, four hours.
- B. Senators are required to attend weekly committee meetings.

309.2 Senators are required to serve on a minimum of one (1) Standing Senate Committee.

309.3 Senators are assigned a number of Registered Student Organizations (RSOs) to represent and advocate the organization's efforts to receive Activity & Service Fee funding.

- 309.4 Senators must be accessible to attend public meetings and also be readily accessible to those student organizations and the Student Body of which they represent.
- A. Senators are required to solicit input from the constituents they represent and voice student concerns.
  - B. Senators must meet with their respective Deans and/or Associate/Assistant Deans at least once in the Fall and Spring semester to discuss issues pertinent to their college. A senator may request to be excused by providing written notice to the Senate Graduate Assistant, President Pro Tempore, and LJR Chair. The excuse must be voted on by the Senate Executive Committee and approved by a two-thirds (2/3) vote. The Senate may overturn the Senate Executive Committee decision by a two-thirds (2/3) vote.
  - C. Senators must maintain contact with their assigned organizations on a semi-regular basis throughout the semester, by whatever medium is most convenient for the organization.
- 309.5 Senators are required to have a working understanding of the following texts in order to fulfill their position on Senate:
- A. Student Government Constitution and Statutes
  - B. Senate Rules
  - C. Robert's Rules of Order (Parliamentary Procedure)
- 309.6 Senators are required to become financially trained through the Activity and Service Fee Business Office within ten (10) business days of being sworn into Senate, unless already having fulfilled the requirement in the current fiscal year.
- A. An extension to comply with a Senator's requirement to be financially trained may be granted by a majority vote of the Executive Board. A majority vote of the Senate can overturn the decision of the Executive Board.
- 309.7 All newly-elected Senators are required to attend the Fall Senate Retreat as scheduled by the Speaker of the Senate.
- A. Failure to attend the Fall Senate Retreat will result in the Senator being considered resigned from Senate.
  - B. Absence from the Retreat may be expunged by a majority vote of the Executive Board. A majority vote of the Senate can overturn the decision of the Executive Board. If said Senator's absence is expunged, they must attend a Senate Orientation.
- 309.8 Any Senator appointed, receiving a sign over, or otherwise unable to attend the Fall Senate Retreat, is required to attend a Senate Orientation to be scheduled with the office of the Senate President Pro Tempore within ten (10) business days of being sworn into the Senate.
- A. Failure to attend the Senate Orientation will result in the Senator being considered resigned from Senate.
  - B. An extension to comply with a Senator's requirement to attend Senate Orientation may be granted by a majority vote of the Executive Board. A

majority vote of the Senate can overturn the decision of the Executive Board.

309.9 Diversity Training

- A. All Senators are required to attend a diversity training session hosted by the Office of Diversity Initiatives. The diversity training session shall be scheduled by the Speaker of the Senate or designee, to be held during the Senate Retreat or within the first four (4) weeks of taking office.
- B. Absence from the scheduled diversity training session may be expunged by a majority vote of the Senate Executive Committee. A majority vote of the Senate can overturn the decision of the Senate Executive Committee.

309.10 Senators are required to attend any Leadership Seminars, as scheduled by the office of the Speaker of the Senate or the office of the Senate President Pro Tempore, to which they have received a minimum of ten (10) business days' notice. An absence from the Leadership Seminar will count as an absence from a Senate meeting and shall fall under the absence policy dictated in Senate Rule 7.

**HISTORY:**

BILL 06-88 (08/05/76) BILL 09-03 (11/14/76) BILL 09-32 (05/05/77) BILL 11-49 (03/01/79)  
BILL 14-04 (12/08/81) BILL 15-32 (03/25/83) BILL 16-11 (11/15/83) BILL 16-15 (11/18/83)  
BILL 16-27 (12/02/83) BILL 16-50 (04/23/84) BILL 16-64 (04/23/84) BILL 16-67 (07/09/84)  
BILL 16-69 (08/23/84) BILL 16-76 (08/03/84) BILL 17-25 (02/12/85) BILL 17-42 (06/10/85)  
BILL 18-07 (11/12/85) BILL 19-07 (11/06/86) BILL 19-16 (01/15/87) BILL 19-18 (01/15/87)  
BILL 19-35 (03/05/87) BILL 19-59 (06/14/87) BILL 20-07 (11/10/87) BILL 20-80 (07/19/88)  
BILL 21-16 (01/10/89) BILL 21-28 (01/17/89) BILL 23-71 (08/25/91) BILL 24-54 (04/02/92)  
BILL 27-106(07/09/95) BILL 30-98 (08/18/98) BILL 31-78 (09/21/99) BILL 31-61 (08/12/99)  
BILL 32-15 (03/02/00) BILL 32-51 (04/20/00) BILL 32-64 (07/17/00) BILL 32-66 (07/17/00)  
BILL 32-102 (12/06/00) JUDICIAL DECISION (02-09-01) BILL 35-108 (09/02/03)  
BILL 37-23 (02/10/05) BILL 37-58 (04/21/05) BILL 37-85 (09/15/05) BILL 38-20 (02/28/06)  
BILL 39-07 (11/09/06) BILL 39-15 (02/01/07) BILL 39-21 (02/21/07) BILL 39-49 (03/29/07)  
BILL 39-54 (04/05/07) BILL 39-81 (09/27/07) BILL 40-76 (07/10/08) BILL 41-01 (10/30/08)  
BILL 41-10 (12/10/08) BILL 41-27 (12/10/08) BILL 41-51 (02/16/09) BILL 41-96 (06/23/09)  
BILL 41-106 (06/30/09) BILL 41-119 (07/14/09) BILL 42-15 (01/29/10) BILL 42-27 (03/30/10)  
BILL 42-46 (03/30/10) BILL 42-89 (07/16/10) BILL 42-99(09/17/10) BILL 43-05(1/13/11)  
BILL 43-13(02/17/11) BILL 43-67 (03/31/11) BILL 43-71 (04/14/11) BILL 44-95 (9/17/12)  
BILL 45-91 (6/20/13) BILL 45-99 (06/28/13) BILL 45-105 (08/29/13) BILL 46-33 (12/05/13)  
BILL 46-22 (12/09/13) BILL 46-49 (02/03/14) BILL 47-42 (02/27/15) BILL 47-62 (03/20/15)  
BILL 47-64 (04/20/15) BILL 47-68 (04/20/15) BILL 47-93 (08/06/15) BILL 47-95 (09/09/15)  
BILL 48-98 (09/14/16) BILL 49-98 (08/25/17) BILL 49-100 (08/25/17) BILL 49-107 (09/22/17)  
BILL 50-72 (03/05/18) BILL 50-87 (06/29/18) BILL 50-88 (06/29/18) BILL 50-94 (07/31/18)  
BILL 50-95 (08/10/18) BILL 50-96 (08/10//18) BILL 50-107 (10/08/18)