

**THE FLORIDA STATE UNIVERSITY**  
**SEVENTY-SIXTH STUDENT SENATE**  
**RULES OF PROCEDURE**  
**LAST AMENDED – February 12, 2024**

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## **RULE ONE - Election, Vacancies, and Removal of the Office of Student Senate President and Student Senate President Pro Tempore**

- 1.1** Following the Fall Inauguration and installation of the new Student Senate, the most senior member of the Student Senate shall call to order an organizational meeting of the Senate for the purpose of electing a Student Senate President. During that meeting, the Senate Rules of Procedure from the previous session shall be adopted in order to conduct business.
- a. "Most senior" shall be defined as the senator that has served the longest consecutive term. Should more than one senator have served for the same amount of time, the senator whose last name takes precedence in alphabetical order shall be considered the most senior.
- 1.2** At least two-thirds of the membership of The Senate must be present in order for the election of the Student Senate President and Student Senate President Pro Tempore to occur. Elections for Student Senate President and Student Senate President Pro Tempore shall be by secret ballot and shall require a majority vote in order to elect a candidate.
- a. Runoff Elections for Student Senate President and Student Senate President Pro Tempore:
- i. If no candidate receives a majority, a runoff election will be held between the two candidates who received the most votes in the first round.
- ii. If more than two candidates tie for first place, then there shall be a runoff of all tied candidates.
- iii. If two or more candidates tie for second place, all tied candidates shall proceed to the runoff with the first place candidate.
- iv. All runoff elections held for Student Senate President and Student Senate Pro Tempore shall be held in accordance with the provisions of Senate Rule of Procedure 1.2.
- 1.3** In the case that the most senior Senator accepts a nomination for Student Senate President, then the next most senior Senator will chair, and so on. The Chairperson shall have the right to cast a vote for election of the Student Senate President in such cases where their vote would be decisive.
- 1.4** Nominations for Student Senate President and Student Senate President Pro Tempore shall be taken from the floor and shall require a second. The Student Senate President and Student Senate President Pro Tempore shall be elected from among the membership of the Senate.

- 1.5** Each candidate shall be allowed, in alphabetical order, to give a presentation to the Senate for no more than five (5) minutes. Immediately following each candidate's presentation, no more than four (4) Senators will be allowed to address a question to the candidate who just presented. The Chair shall allow two minutes of pro-debate per candidate. No con-debate shall be permitted during the election process. All nominees not addressing the Senate shall be requested to exit the chambers when not speaking, including during all debate on the candidates. Upon the completion of the final vote all nominees may enter the Chambers.
- 1.6** Upon election, the Student Senate President shall immediately take the oath prescribed for Student Body Officers in §202.7, Student Body Statutes, assume the chair, and proceed with the election of the Student Senate President Pro Tempore. The Student Senate President shall have the right to cast a vote for the election of the Student Senate President Pro Tempore in such cases where their vote would be decisive. The Student Senate President Pro Tempore shall be administered the same oath and assume office immediately upon election. The oath shall be administered by the presiding officer at the time of the election. The Student Senate President and Student Senate President Pro Tempore are to continue in office until their successors are chosen and qualified or until the expiration of their term, whichever occurs first.
- 1.7** In the event of permanent vacancy in the office of Student Senate President, the Student Senate President Pro Tempore, at the next scheduled Senate meeting, shall assume the chair and immediately call for election of a new Student Senate President following the same procedure above. If the current Student Senate President Pro Tempore is nominated for the office of Student Senate President, or the positions of Student Senate President and Student Senate President Pro Tempore are vacant simultaneously, the following shall be the order of succession: Chairperson of Judiciary, Chairperson of Internal Affairs, Chairperson of Budget, Chairperson of Finance, and Chairperson of Student Life. Any person in this line of succession who shall become acting Student Senate President shall have only the authority to sign bills waiting to go to the Student Body President, call the next immediate meeting of the Student Senate and conduct the election for the new Student Senate President. In the case where the President Pro Tempore and all Committee Chairpersons are nominated or unable to Chair, then the most senior Senator present shall immediately assume the chair for the purposes of conducting the election. The Student Senate President Pro Tempore shall reserve the right to retain their position as Student Senate President Pro Tempore if they are nominated and do not win.
- 1.8** Any member may, at any time, make a motion of no-confidence in the Student Senate President or the Student Senate President Pro Tempore. This action must be seconded and include a reason for the motion being made. The officer shall temporarily vacate their position which shall be filled pursuant to the order of succession listed in Rule 1.7. The Senator who made the motion shall present their motion pursuant to the structure of debate described in Rule Eleven. For the motion to pass, a two-thirds majority with no less than two thirds of the members of the Senate being present shall be required. Following passage of a motion of no confidence, the officer in question shall permanently vacate their position and the presiding officer shall immediately call for the election of the recently vacated position following the same procedure above.

- 1.9** Motions of no-confidence may only be used against one Senate Leader at a time, and may not be abused for purposes that would result in violations of the Senate Conduct Code, most notably those of obstruction, delays, or other interferences with Senate business for partisan reasons.

**RULE TWO - Student Senate President: Duties and Powers**

- 2.1** The Student Senate President shall be the chief legislative officer of the Student Body and shall perform duties as provided by the Student Body Statutes, Constitution of the Student Body, and these Senate Rules of Procedure.
- 2.2** The President shall be the presiding officer of the Student Senate except when they choose to temporarily relinquish the chair. In such cases, the Student Senate President Pro Tempore shall assume the chair, unless the President appoints another senator to temporarily preside over the Senate.
- a. The President shall not designate a senator as temporary chair if said senator has participated in the debate of a question or measure still before the body. The President, once they have relinquished the chair to debate, shall not resume the chair until the question before the body has been resolved.
  - b. When not holding the chair or presiding over the Senate, the President shall retain all the rights, privileges, and responsibilities of any other Senator.
  - c. Other than the Student Senate Pro Tempore and cases arising out of Rule 1.7, any Senator who temporarily assumes the chair shall only have the authority to preside over meetings.
- 2.3** The Student Senate President shall preserve order and decorum in the Senate Chambers and, in the case of disturbance or disorderly conduct, may have members or guests of the Senate removed.
- 2.4** The Student Senate President shall have the authority to appoint the members of all Senate committees.
- 2.5** The Student Senate President may compel any committee of the Senate to meet at a specific time with at least a 24 hour notice to the appropriate Chair and committee members.
- 2.6** The Student Senate President shall have the sole authority to appoint, subject to Senate confirmation, the Senate Parliamentarian, Press Secretary, Senate Clerk, Senate Historian, Senate Chief of Staff, and other officers as needed.

- 2.7** The Student Senate President shall, within eight (8) school days, sign all documents which require the signature of the Student Senate President. The Student Senate President shall decide all points of order, subject to an appeal by any member. The President may require the member raising a point of order to cite the rule or other authority in support of the question. Unless otherwise specified in these Rules, any motion to appeal the decision of the Chair shall require a majority vote of the Senate to pass.
- 2.8** Subject to order and decorum, the President shall provide reasonable access to members of the public, and press, including at least one representative from each of the print, radio, and television news media. If anyone wishes to video record or voice record the Senate Proceedings, the individual or group shall simply inform the President, who shall then inform the Senate of such occurrence. This provision is not to restrict the recording of Senate, but is a sign of courtesy to inform the Senate that their likeness or voice will be recorded by an individual or group.
- 2.9** The Student Senate President shall have the authority to assign Senators to serve as liaisons to campus entities.
- a. During the 2<sup>nd</sup> Senate after Fall inauguration the Student Senate President shall announce open liaison and designee positions.
  - b. During the 3<sup>rd</sup> Senate after Fall inauguration the Student Senate President shall assign Senate liaisons to campus entities. Liaisons can be replaced, or added at any time through the authority of the Senate President.
  - c. The list of all Senators who serve as liaisons shall be published on the SGA website.
  - d. The Student Senate President shall, at minimum, assign a liaison to the Executive Branch, the Union Board, the Campus Recreation Board, the Congress of Graduate Students, SGA agencies, SGA Bureaus, the Childcare Center, Sustainable Campus, and the FSU Food for Thought Pantry. They may also assign a liaison to any other on-campus entities, at their discretion.
  - e. At a minimum of once per month, all liaisons must file a report regarding their specific campus entity with the Senate during the Report of the Liaisons.
  - f. The Student Senate President shall also have the authority to assign Senators to serve as designees to campus entities. Designee shall be defined as positions where the Student Senate President has voting power or is an ex-officio member. Designee shall be held to the same rules as liaisons.
    1. The Senate President can resume their role as an ex-officio or voting member as they see fit.

- 2.10** The Student Senate President and Press Secretary shall be the administrator of any official social media account(s) of the Legislative Branch and can appoint this power to any designee. All social media page must be kept on the lowest privacy levels and must be open for all to view. The Senate President or designee shall be responsible for creating a Monthly Newsletter including events funded by Student Senate.

### **RULE THREE - Student Senate President Pro Tempore: Duties and Powers**

- 3.1** The Student Senate President Pro Tempore shall assist the President and perform duties as provided by the Student Body Statutes, Constitution of the Student Body, and these Senate Rules of Procedure.
- 3.2** In the event of the Student Senate President's absence or temporary vacancy the Student Senate President Pro Tempore shall act as Student Senate President during the Student Senate President's absence.
- 3.3** The Student Senate President Pro Tempore shall administer the oath of office to all persons confirmed by the Senate. In the absence of the Student Senate President Pro Tempore this duty shall be vested in the officer presiding over the Senate at the time of confirmation.
- 3.4** The Student Senate President Pro Tempore shall be the Chair of the Senate Rules Committee.
- a. The Student Senate President Pro Tempore shall draft all charges of impeachment that arise from proceedings within the Rules Committee.

### **RULE FOUR – Legislative Officers**

- 4.1** The Student Senate President shall be responsible for the duties of all vacant Senate Officers.
- 4.2** The Parliamentarian shall advise the Senate on matters of procedure and pertinent laws, statutes, and constitutional provisions and enforce the rules relating to procedure. The Parliamentarian shall maintain order in the Senate Chambers under the direction of the President or other presiding officer(s). The Parliamentarian shall strictly enforce the rules relating to conduct within the Senate Chambers. The Parliamentarian shall perform any other duties that the President shall determine to be necessary.
- 4.3** The Press Secretary shall be responsible for maintaining the Senate social media presence and outreach. The Press Secretary shall work with committee chairs to help inform the student body on committee meeting information. The Press Secretary shall also perform any other duties that the Student Senate President or President Pro-Tempore shall determine to be necessary for these purposes.

- a. The Press Secretary shall be in contact with the SGA Webmaster to ensure that postings are within the Florida State University communications guidelines.
  - b. The Senate Press Secretary shall post on the Student Senate Instagram account at the beginning of the fall and spring semesters when PAC, RTAC, and all relevant funding board requests open. This post should include a brief description of the funding boards, links to the funding board pages on the SGA website, and links to the applications. The Student Senate Press Secretary shall also contact the Executive Branch when the post is up, so a post can be made on the SGA Instagram account.
- 4.4 The Senate Clerk shall be responsible for tracking and distributing legislation and other literature to Senators. The Clerk shall also perform any other duties that the Senate President or President Pro-Tempore shall determine to be necessary.
- 4.5 The Senate Historian shall be responsible for taking minutes in the Senate Chamber. The Historian shall also perform any other duties that the Senate President or President Pro-Tempore shall determine to be necessary.
- 4.6 The Senate Chief of Staff shall be responsible for managing the deadlines and responsibilities of the Senate Parliamentarian, Press Secretary, Clerk, and Historian. The Chief of Staff shall also be in discussions with the Senate President and President Pro-Tempore regarding any ambitions they hope to accomplish during their terms. The Chief of Staff shall also perform any other duties that the Senate President or president Pro-Tempore shall determine to be necessary.
- 4.7 The Parliamentarian, Press Secretary, Historian, Clerk, Chief of Staff and any additional appointed legislative officers shall be appointed by the President from outside the membership of the Senate and shall be subject to confirmation from the Senate.

## **RULE FIVE – Committees**

- 5.1 **Committee Appointments:** The Student Senate President shall appoint all committees of the Student Senate. The Senate body may order the Student Senate President to redo committee assignments a two-thirds (2/3) vote.
- 5.2 Standing Committees shall consist of no less than five voting members.
- 5.3 **Ex Officio Members:** The Student Senate President and the Student Senate Pro Tempore shall serve as ex-officio voting members of all Senate committees. An ex-officio voting member shall count towards quorum but not against it.
- a. The Student Body Treasurer or designee shall be considered an ex-officio non-voting member of the Student Senate Budget Committee for the purposes of participating in annual Budget Week proceedings.

- b. In consultation with the respective leadership, the Student Senate President shall appoint one (1) member of the Student Union Board and one (1) member of the Campus Recreation Board to serve as ex-officio non-voting members of the Student Senate Budget Committee for the purposes of participating in the annual Budget Week proceedings.

**5.4** The Student Senate President may appoint a maximum of two senators to each Senate committee as non-voting members. Non-voting members shall not be considered for the purpose of determining quorum.

**5.5 Election and Removal of Standing Committee Chair and Vice Chair**

- a. Committee elections shall occur immediately after the reading of committee assignments following fall and spring inaugurations. Senate shall move to enter committee caucus for the purpose of electing Committee Chairs and Vice-Chairs.
- b. The overseer of the nominations, speeches, pro-debates, and vote for the Chair position of each of the standing committees shall be one of the following: SGA Director, Student Senate President, and Student Senate Pro Tempore. In the event that one or more of these overseers are absent, the Student Senate President shall designate any additional overseers as they see fit.
- c. Nominations for Committee Chair and Committee Vice-Chair shall be taken from the committee members and shall require a second. The nominee must accept the nomination. Each candidate shall be allowed, in alphabetical order, to address the standing committee for no more than three (3) minutes in the form of a speech.
- d. The overseer shall allow no more than two committee members to speak in pro during debate. Each committee member's pro-debate shall last no longer than two (2) minutes. No con-debate shall be permitted during the election process. All nominees not addressing the standing committee shall be requested to leave the immediate area when not speaking, including during all debate on the candidates.
- e. Chairs and Vice Chairs shall be determined by a majority vote of the committee, including the nominees. If no candidate receives a majority, a runoff election will be held between the two candidates who received the most votes in the first round. In the event of a tie in the final round, the Student Senate President shall cast the tie breaking vote.
- f. At this point, the overseer's role in the election is completed. The Chair now conducts the election for Vice-Chair. The process for the nominations, speeches, and pro-debates for the Vice-Chair shall be the same as that for Chair. The Chair shall cast a vote in the event of a tie.
- g. When a Senator vacates a Chair position, an election shall be held to fill the vacancy prior to the resumption of that committee's business. When a Senator

vacates a Vice Chair position, the Chair may appoint an interim Vice Chair for the remainder of the meeting or immediately hold elections for the Vice Chair position. If an interim Vice Chair is appointed, an election for the Vice Chair position must be held at the end of the meeting where the vacancy occurred.

- h.** In the event that the positions of Chair and Vice Chair are concurrently vacated, or the Vice Chair wishes to be a candidate for the position. The Student Senate President, or member of the Office of the Student Senate President as designated by the Student Senate President shall preside over replacement elections, unless they wish to be a candidate for Chair, in which case the responsibility shall fall to the next most senior member.
- i.** A Chair or Vice-Chair may be removed by a two-thirds (2/3) vote of the committee they serve on. Only those who have served on the committee for a minimum of one (1) calendar month shall be eligible to vote on this motion. At least five (5) committee members eligible to vote on the matter must be present for the vote to be held.

  - 1. The Vice Chair shall preside over the motion and vote to remove the Chair. In the case that the Vice Chair is unavailable, or the committee is voting to remove both the Chair and Vice Chair, the most senior member of the committee shall preside.
- j.** In the event that the Chair or Vice Chair should take temporary leave, as in the case of a summer leave of absence, the new officer's tenure shall last only until the return of their predecessor, upon which time they shall relinquish the title, duties and responsibilities of that office.

**5.6** Standing Committee Chairs: The Chair of a standing committee shall be a voting member of the committee. However, they shall only vote when their vote is decisive in breaking a tie, in accordance with Robert's Rule of Order. They shall set the calendar, and they shall preside and keep order and decorum of the meetings.

- a.** The Chair of a standing committee shall review and sign all committee reports and shall present them to the Senate. The Chair shall sign such other documents as may be required.
- b.** The Chair of a standing committee shall be responsible for establishing the meeting time and place of the committee and shall have the authority to call a meeting of the committee with a 24 hour notice to committee members, the Senate Advisor and the Senate President by phone and/or e-mail.
- c.** The Chair of a standing committee is authorized to invite any individual to appear before the committee for the purpose of submitting information.
- d.** If the Chair wishes to debate a motion, they will do so in accordance with Robert's Rules of Order by relinquishing the chair to a member who has not

debated on the current motion. The Chair shall not resume the chair until after the question has been decided.

- e. The Chair shall, upon request by a primary sponsor of an item or the inability of a primary sponsor to attend a meeting in which the item they are sponsoring is being heard, be empowered to table the item until the committee's next meeting without a motion.

**5.7** Standing Committee Vice-Chairs: In the event of the absence of the Chair from any standing committee meeting, the Vice-Chair shall assume the duties of the Chair, and the Chair shall receive one (1) full absence unless excused.

- a. The Vice-Chair shall act as the recording secretary of all standing committee meetings and shall be responsible for keeping the minutes of the meeting and submitting the minutes to the Chair of the standing committee the Vice-Chair is a member of. The Vice-Chair shall also keep an active contact list of all committee members.

**5.8** Standing Committee Business: No standing committee may do business without the presence of a quorum of the committee. A quorum shall be defined as more than half of the voting members of the committee. Committees shall create and publish their own rules on the SGA website, as long as those rules do not violate any rules in these Rules of Procedure, SGA Statutes, or the Student Body Constitution. The Committee Chair shall be responsible for the safekeeping of such rules. Committee rules of procedure must pass by a simple majority vote.

**5.9** Committee Referral: The Student Senate President shall refer all bills and constitutional amendments to the appropriate standing committee for consideration and action, and the Student Senate President may refer any resolution to committee or directly to the calendar for second reading. In the case of a bill being referred to multiple committees, the committee assignments shall not be bound by a specific sequential order. The bill must receive approval from all relevant committees, regardless of the order, to be placed on Second Reading. Each committee shall hear the most recently passed version of the bill. A bill passing an individual committee shall proceed with any amendments to the next committee for consideration. Failure of a bill by any assigned committee shall result in the defeat of the bill and it shall be removed from the Calendar.

- a. Any senator can move to appeal a referral by the President and motion for a different or additional committee to hear the bill or that, in the case of multiple committee assignments, a bill not be referred to a specific committee. Such motions require a majority vote to pass. This provision shall not be interpreted as limiting the Student Senate President's discretion to refer any measure to any other committees.
- b. A senator may also move that a bill on first reading be read in its entirety by the presiding officer and moved to second reading the same session it is introduced. This motion requires approval by a two-thirds (2/3) vote of the Senators present.

- c. The Student Senate President may refer any resolution to committee(s) or directly to the calendar for second reading, except for changes to the Rules of Procedure or resolutions commending or condemning a specific person or group, which must go to the Rules and Calendar Committee.
- d. If a bill or resolution is unanimously approved by all of its assigned committees, not including abstentions, the Student Senate President shall have the discretion to place the bill or resolution on the Consent Calendar. Constitutional amendments may not be placed on the Consent Calendar.

- 1. Any Bill allocating or transferring funds cannot be considered on the Consent Calendar.

**5.10** Committee Meetings: No committee shall take formal action upon measures except at public meetings, notice of which has been published or announced to the Senate session. Each committee member shall be contacted by phone or electronic mail by the Chair at least twenty-four hours prior to the call to order of said committee meeting.

- a. The date, time and location of any and all committee meetings shall be determined by the Chair or acting Chair of the committee. Standing committees shall meet at least once weekly unless otherwise determined by the Student Senate President.
- b. All meetings of committees shall be open to the public at all times, subject to the presiding officer's right to maintain order and decorum. Only members of the committee may speak on measures before the committee unless the committee waives the rules to allow a non-member to offer additional information to the discussion. A non-committee member shall not be allowed to participate in debate on any measure unless permitted by the Chair. Committee meetings shall be held in an on-campus location at the discretion of the committee.
- c. Only those measures of which notice of introduction has been given and/or measures which have originated in committee may be acted upon at a committee meeting.

**5.11** **Committee Minutes:** Each committee shall compile and publish Committee minutes following each meeting. Committee minutes must be filed with the Senate Advisor and Webmaster no later than noon of the day of the next Senate meeting. Such minutes shall include:

- a. Member attendance list
- b. Amendments to measures before the committee and votes on those amendments including voting position by member.
- c. Final votes on measures.



## **RULE SIX - Standing Committees: Duties and Responsibilities**

### **6.1 The Senate Budget Committee shall:**

- a. Debate, amend, reject, or recommend passage of the annual A&S Fee Budget and any budget revisions or transfers.
- b. Review the annual A&S Fee process as related to the budget and inform the Senate as to any relevant action.
- c. Conduct reviews and provide legislative oversight for all budgeted organizations with the exception of Funds Distribution Committees and expenditures as deemed necessary by the Student Senate President or the Chair.
- d. Approve or disapprove Funding Board guidelines and each line of proposed suballocations by resolution for the Sports Club Distribution Council.
- e. Approve or disapprove proposed sub-allocations by resolution for the Student Academic Programs Funding Committee.

### **6.2 The Senate Finance Committee shall:**

- a. Debate, amend, reject, or recommend the passage of measures pertaining to fiscal matters and to Chapter 800 of the Student Body Statutes.
- b. Review Chapter 800 of the Finance Code and suggest possible amendments.
- c. Conduct reviews and provide legislative oversight for all A&S fee recipients and expenditures as deemed necessary by the Student Senate President in consultation with the Chair.
- d. Review-Senate Funds Distribution Committee consent resolutions, approve or disapprove nominations to the Funds Distribution Committees, and inform the Senate of any relevant actions.
- e. Forward or deny all nominations for agency, bureau, and affiliated project financial officers, excluding Executive Cabinet officers.

### **6.3 The Senate Judiciary Committee shall:**

- a. Debate, amend, reject, or recommend for passage measures pertaining to the Student Body Constitution or Statutes.
- b. Review the Student Body Constitution and Statutes and suggest possible amendments to these documents.

- c. Forward or deny nominations to the Student Government Supreme Court, Attorney General's Office, University Defender's Office, and General Counsel's Office, pending the confirmation by the full Senate.
- d. Review, consider, and if necessary, initiate impeachment proceedings against any officer of the Student Body, as mandated in the Student Body Constitution and Statutes.

**6.4 The Senate Internal Affairs Committee shall:**

- a. Forward or deny all nominations to offices in Student Government by the Student Body President not including those approved by any other Senate Committees, pending confirmation by the full Senate.
  - 1. Members of this committee must be present for a nominee's interview, in its entirety, to be allowed to vote.
- b. Review and propose any changes deemed necessary to the format or content of Student Government applications. Changes must pass the committee as well as the Senate by a two-thirds (2/3) vote in order to be formally adopted. Any changes to the form shall be in compliance with Chapter 202 of the Student Body Statutes.
- c. Create surveys for the senate and committees to determine satisfaction and provide recommendations to the President.
- d. Review bureaus funded by Student Government to determine their compliance with the Student Body Statutes.
- e. Conduct oversight of the appointment process to ensure that all statutes in relation to the candidate search and selection process are being followed.
- f. Review and propose any changes to the appointment process to ensure a fair consideration of all applicants in line with Chapter 304 of the Student Body Statutes.
- g. The committee shall be responsible for maintaining a list of suggested interview questions to be asked during the confirmation process. The Vice-Chair shall ensure that this list of interview questions is made available on the SGA website.

**6.5 The Senate Student Life Committee shall:**

- a. Review issues pertaining to the student body and inform the Senate as to any pertinent action.
- b. Hear resolutions relating to student life and the Tallahassee community.

- c. Coordinate with the Senate Press Secretary to conduct forums for students to express their concerns. The committee is encouraged to work with the Executive Branch on such forums.
- d. Review Senate Projects Account requests.

## **RULE SEVEN - The Rules Committee**

- 7.1** Composition: The Student Senate President, Student Senate Pro Tempore, the Chairs of each of the standing committees outlined in Rules Six, and the chairs of the Senate Funds Distribution Committees outlined in Rule 5. The Student Senate President Pro Tempore shall serve as the Chair of this committee.
- a. In the event a Chair of the standing committee is unable to attend a Rules committee meeting due to an excused reason, they may designate their vice chair to serve in their place for that meeting upon submitting a written declaration to the Student Senate President Pro Tempore.
  - b. In the event a Chair and vice chair of a standing committee is unable to attend a Rules meeting due to excused reasons, the Chair may designate another member of that committee to serve in their place for that meeting upon submitting a written declaration to the Student Senate President Pro Tempore.
  - c. The Student Senate President may temporarily preside over the Rules committee in the absence or request of the Student Senate President Pro Tempore.

**7.2** The Rules Committee shall:

- a. Debate, amend, reject, or recommend passage of any amendments to the Senate Rules of Procedure.
- b. Review and suspend Senators for excessive absences as provided for in these Rules.
- c. Approve or disapprove of the nominations of appointed Senators, pending the approval of the full Senate.
- d. Facilitate communication between the officers of the Senate and ensure that a contact list of all Senators is made and distributed to Senators.
- e. Review the Calendar for the Senate.

## **RULE EIGHT - Senate Business**

- 8.1** When in session, the Senate shall meet weekly on Wednesdays. The meeting shall be called to order at 7:30 p.m. All regularly scheduled meetings of the Student Senate shall be publicly posted or advertised on the Student Government website. Any such advertisement shall include the time and place of the Senate meeting.
- a. The Senate shall stand adjourned at 11:00 pm.
    1. Any outstanding business shall be tabled at 10:50 p.m. and heard during “Unfinished Business” in the following Senate meeting. The Senate shall then immediately move into statements of dissent, advisor announcements, and final roll call, without deviating from this order.
- 8.2** The Student Senate President shall call a special session of the Senate at their discretion or if requested by a majority vote of the Senate in the form of a petition. All Senators shall be notified of this special session by the Senate Advisor at least 24 hours prior to the special session being held, and shall follow the calendar as listed this rule.
- a. A petition to call a special session shall include Senators’ names, seats, and FSU IDs
- 8.3** The Calendar shall govern the order of consideration of measures by the Student Senate and shall be as follows:
- a. Call to Order
  - b. Pledge of Allegiance
  - c. Moment of Silent Reflection
  - d. Reading of the Indigenous Land Acknowledgement
  - e. Roll Call
  - f. Verification of Quorum
  - g. Corrections and Approval of the Journal
  - h. Student & RSO Comments
  - i. Special Introductions
  - j. Report of Senate Officers
  - k. Messages from the Executive Branch
  - l. Messages from Agencies, Bureaus, Affiliated Projects, and SGA Organizations
  - m. Messages from the Class Councils
  - n. Messages from the Congress of Graduate Students
  - o. Messages from the Judicial Branch

- p.** Messages from the Union Board and Campus Recreation Board
- q.** Report of the SGA Accounting Office
- r.** Report of the Senate Liaisons
- s.** Report of Committees
- t.** Senate Confirmations
- u.** Consent Calendar
- v.** Constitutional Amendments
- w.** Bills on First Reading
- x.** Resolutions on First Reading
- y.** Bills on Second Reading
- z.** Resolutions on Second Reading
- aa.** Unfinished Business
- bb.** New Business
- cc.** Statements of Dissent
- dd.** Closing Announcements
- ee.** Advisor Announcements
- ff.** Final Roll Call and Adjournment

- 8.4** The Calendar cannot be changed on the Senate floor of a Senate meeting without a motion to Unlock the Calendar. If objected to, a two-thirds vote is required for the motion to pass. To return to the normal agenda, any Senator may move to return to the orders of the day. If objected to, a two-thirds vote is required to overturn the motion.
- 8.5** Any resolution, bill, or constitutional amendment, to be included on the calendar of a Senate meeting, must be filed with the Senate Advisor no later than 12 p.m. on the day before the Senate meeting.
- 8.6** If a Senator wishes to introduce any bill, resolution, or constitutional amendment for First Reading after the submission deadline, it shall require a two-thirds (2/3) vote to be introduced during that Senate meeting. This Senator must provide a copy of the item to all senators present in order for the motion to be considered.
- 8.7** The Senate Clerk shall publish the calendar. In their absence, the Senate Advisor shall perform this duty.
- 8.8** The Senate Historian shall record the Journal of the official proceedings of the Senate. In the Historian's absence, the Senate President shall have the power to assign this duty.

- 8.9** Either the Senate Historian or Advisor shall publish the Senate Journal each week no later than forty-eight hours prior to a regular session of the Senate. Journal entries shall include, but not be limited to:
- a.** Times of convening and adjournment.
  - b.** A List of Senators present and absent for first roll call.
  - c.** Name of presiding officer(s).
  - d.** Any messages to the Senate from the public or other SGA and university entities.
  - e.** A description of all measures introduced and date of entry.
  - f.** A summary of all committee reports.
  - g.** “Upcoming events” cards.
  - h.** A list of all legislation that has been signed by the Student Senate President and transmitted to the proper respondent(s) since the previous Senate meeting.
  - i.** Description of any floor amendments or committee amendments offered and their disposition.
  - j.** Any material votes required by the Student Body Constitution, Statutes, or these rules.
  - k.** Any submitted Statements of Dissent.
  - l.** All roll call votes.
  - m.** A list of Senators present and absent for the final roll call.
- 8.10** A copy of each bill, resolution, constitutional amendment, and calendar shall be provided electronically to each Senator prior to and available at each meeting at which it will be considered:
- a.** The management of electronic document distribution shall be assigned to the duties of the SGA Staff.
  - b.** It shall be the responsibility of the Student Senate President Pro Tempore to display Senate documents during Senate meetings.
  - c.** A limited amount of printed copies will continue to be made available for guests in the Senate, the number of which shall be at the discretion of SGA Staff.
- 8.11** At their discretion, the Student Senate President may request that students wishing to speak during the Student and RSO Comments section of the agenda fill out a “Request to Address” card.

- 8.12** The Special Introductions portion of Senate meetings shall be reserved time where guests invited at the discretion of the Student Senate President may address the Senate. Any Senator may move for other speakers to be permitted, subject to a majority vote. This motion shall be debatable.
- 8.13** The presiding officer may call for the Senate to recess for a specified amount of time. This action shall require a majority vote if objected to by any senator. Any Senator may also make a non-debatable motion to recess, which shall require a second, and a majority vote for passage if objected to. The presiding officer shall call the meeting to order at the expiration of the time specified in such a motion.
- 8.14** Upon the completion of all items on the Senate's Calendar, the presiding officer shall entertain a motion to adjourn the meeting, which shall require a second and a majority vote for passage if objected to.
- 8.15** **Consent Calendar:** The presiding officer shall individually read the description of, and entertain individual motions to approve, each item placed on the Consent Calendar. Any Senator may object to any bill or resolution being considered on the Consent Calendar without the need the need for a vote, at which point the bill or resolution shall be considered pulled from the Consent Calendar.
- a. Any bills or resolutions pulled from the Consent Calendar shall be considered in normal order during Second Reading.
  - b. If a bill or resolution requires a compulsory recorded vote, or is otherwise unable to be passed by consent, the Senate shall take a recorded vote after a motion to approve is made by any Senator, if it is not pulled.
  - c. Consent Resolutions from the Programming and Resource for Travel Allocations committees shall not be pulled from the Consent Calendar, and must be heard pursuant to provisions in Student Body Statutes or these Rules of Procedure.

## **RULE NINE - Governing Authority**

- 9.1** The most current edition of Robert's Rules of Order, Newly Revised shall govern the Senate in all cases where Robert's Rules of Order do not conflict with the Student Body Constitution, Statutes, or these Senate Rules of Procedure.
- 9.2** Any Senator may raise a point of order to request that the presiding officer enforce the rules. The decision of the chair may be appealed by a majority vote.

## **RULE TEN - Submission and Consideration of Measures**

- 10.1** Definitions:
- d.** A "Constitutional Amendment" shall be any measure proposing a change, deletion or addition to the Student Body Constitution.
  - e.** A "Bill" shall be any measure proposing an amendment to the Student Body Statutes or any measure appropriating money.
  - f.** A "Resolution" shall be any measure which is not a bill, constitutional amendment, nomination, confirmation, or statement of dissent.
  - g.** A "Nomination" shall be the name of any person who has been forwarded to fill a vacant position in Student Government that requires confirmation by the Senate.
  - h.** "Confirmation" shall be defined as the approval of a nomination by the Senate, in which case the nominee shall then immediately assume office.
  - i.** "Statement of Dissent" shall be defined as a written explanation expressing disagreement with any motion, action, or measure made the Senate.
- 10.2** Any bill or resolution filed on time shall be drawn up by the Senate Staff and distributed to members of the Senate via email and/or packets.
- 10.3** Any bills affecting Student Government funds which are restrictive shall state all restrictions, earmarks, stipulations and provisions as part of the proviso of the bill.
- 10.4** All appropriations bills-must be accompanied by an information form detailing the need for the money, the specific uses for the money, and alternative methods of funding which have been investigated.
- 10.5** All bills, constitutional amendments, and resolutions shall include a purpose and description section detailing a statement of legislative intent. No bill shall be placed on second reading without a statement of legislative intent.
- 10.6** All constitutional amendments, bills, and resolutions shall be submitted on the appropriate forms as designated by the Student Senate President.
- 10.7** Any measure being brought before the Senate for the first time shall be placed on first reading, unless otherwise moved.
- 10.8** Any measure reported out of committee(s) shall be placed on second reading to be heard by the full Senate at the next meeting.
- 10.9** All nominees to Student Government offices requiring Senate confirmation shall have their completed applications forwarded to the appropriate Senate committee for consideration. The committee shall interview and question the nominee and then vote on whether to forward or deny them. Following the vote of the committee, all

nominees forwarded by the committee shall be called to the floor of the Senate at its next meeting. The structure of debate for Senate confirmations shall be as follows:

- a. Nominees shall be allowed to give an opening statement lasting no longer than five (5) minutes, with their remaining time being allocated to their closing.
  - b. Nominees may be questioned by any Senator on matters of their experience, qualifications, and goals for the respective position.
  - c. Upon passage of a motion to enter debate by majority vote, Senators may speak freely as to the qualifications of any candidate. Nominees shall be permitted to remain in the Senate Chamber during debate if they so choose.
  - d. Upon the passage of a motion to call the question on a candidate for confirmation, each nominee shall have the time remaining from their opening statement to give a closing statement as to why they should be confirmed.
- 10.11** The primary sponsor of any bill, constitutional amendment, or resolution may withdraw consideration of the document from the Calendar of the Senate at any time without the need for a formal motion.
- 10.12** Any amendment to a measure must be submitted in written form and must contain the exact language of the proposed amendment including that which shall be inserted and/or-deleted.
- a. Motions to amend may be made during any round of debate and shall require a second. If the proposed amendment is germane and receives no objections, the presiding officer shall ask the primary sponsor if the amendment is favorable. If the sponsor finds the amendment favorable, the original measure shall be amended, and debate shall proceed on the measure as amended.
  - b. If the motion to amend is objected to or the sponsor does not find the amendment favorable, debate on the primary measure shall halt and the Senate shall consider the amendment as a stand-alone measure. The Senator who made the motion to amend shall be considered the sponsor for purposes of debate.
    1. Debate on the amendment shall not address the merits of the original measure, unless it is pertinent to the merits of the amendment. Additionally, questions and points of information should only inquire on the facts of the amendment itself.
  - e. Unless otherwise specified by the Student Body Constitution or Student Body Statutes, a motion to amend shall require a majority vote to pass.
  - d. All amendments that appropriate or transfer funds to organizations that are not part of the originally submitted bill must be individually debated on the Senate floor, regardless if the sponsor accepts them as friendly or unfriendly.

- 10.13** The Senate may, at any time following the proper motion, move to committee caucus for the purpose of expediting the consideration of any measure. A motion to move to committee caucus shall require a two-thirds vote of the Senate. The Student Senate President, or other presiding officer, shall reconvene the Senate at the end of the caucus.
- 10.14** Any Senator may, at any time, move to meet as a committee of the whole for the purpose of discussing any Senate business. A motion to convene as a committee of the whole may pass by consent or, if objected to, shall require a two-thirds vote of the Senate. A motion to adjourn such a committee meeting and return to a regular Senate meeting shall require a majority vote.
- a. The Student Senate President shall preside over a committee of the whole, unless they choose to relinquish the Chair.
  - b. The Student Senate President Pro Tempore shall act as the Vice Chair of a committee of the whole, unless they choose to relinquish their position.
  - c. When the Senate reconvenes, any senator may move to accept the decision of the committee as the decision of the whole.
  - d. Should the Senate enter a committee of the whole, only members of the original committee who were on the prevailing side of a motion may move for a reconsideration of the vote on the said motion.
- 10.15** Any senator may, during New Business, move to add a Statement of Dissent into the record.
- a. The statement must solely address a singular action, motion, or measure made during that meeting.
  - b. There may only be one statement submitted per any action, motion, or measure per Senator.
  - c. Senators who did not make the action, motion, or measure on the floor may cosign the Statement with the consent of the Senator who made the action, motion, or measure.
  - d. The statement must be submitted to Senate Staff within two (2) school days following the meeting of the senate when the action, motion, or measure was made.
- 10.16** A resolution recognizing all Florida State University students that have deceased shall be heard on the floor of the Senate during the meeting prior to the last Senate meeting of the session, or "Sine Die."
- a. The list of students will be provided by the SGA Director.

- b. This resolution shall be proposed and advertised one (1) week prior to it being heard.
- c. This resolution shall be referred to the Student Life Committee after its first reading and shall be reported out of the committee in one (1) week.
- d. No other resolutions recognizing students that have passed shall be considered unless this rule is waived by two-thirds (2/3) vote of the Senate.

### **RULE ELEVEN - Debate and Voting**

- 11.1 No person who is not a Student Senator, Senate officer, or SGA Staff member shall be recognized to speak before the Senate unless a motion is made and seconded to allow such a speaker. Senators may make a debatable objection to the motion in which case a majority vote will be necessary to allow such a speaker.
- 11.2 Only Student Senators, Senate officers, and SGA Staff members shall be allowed on the floor of the Student Senate while the Senate is meeting, except for SGA staff.
- 11.3 Rules 11.1 and 11.2 shall not apply to individuals invited to address the Student Senate whose name or purpose of address appears on the Senate Calendar.
- 11.4 A Senator who wishes to gain the floor shall raise their hand and wait to be recognized by the presiding officer.
- 11.5 Any Senator recognized by the presiding officer shall rise to address the Senate.
- 11.6 When a measure or motion comes before the Senate for consideration, the structure of debate shall be as follows:
  - a. Opening statement by the sponsor(s) of no more than five (5) minutes. No motions may be made during this round.
  - b. Questions pertaining to the measure or motion, which shall be directed to the sponsor(s). The presiding officer shall have the discretion to direct questions to individuals other than the sponsor(s), and may determine the number of questions that shall be asked.
  - c. Rounds of pro debate and rounds of con debate, in alternation. Each round shall be no more than three minutes long.
  - d. Closing statement by the original sponsor. The length of this statement shall be whatever remaining time the sponsor yielded after their opening. No motions may be made during this round.

- 11.7** No Senator shall speak in debate more than once during any one round of debate. No Senator shall speak in debate more than twice across all rounds of debate, unless recognized by the Presiding Officer at their discretion.
- a. These speaking limitations shall not be applied to raising motions or points.
- 11.8** Points and motions do not count against time during any timed round. The remaining time on any side of debate shall be returned to that side of debate upon completion of any motion or matter that arises, including amendments deemed unfriendly.
- 11.9** Any Senator may yield their remaining time to any other Senator except on closing debate. If no other Senator wishes to speak when called on by the presiding officer, the current round shall be extinguished.
- 11.10** A motion to call the question shall be entertained when:
- a. Following the expiration of time for a round of con debate, but before it is announced by the presiding officer that there has been a transition into a round of pro debate.
1. If an objection is made to this motion, the motion to call the question shall immediately be voted on.
- b. At the beginning of a round of pro debate, if no time has been used and no Senators are attempting to be recognized to debate.
1. If an objection is made to this motion, the motion to call the question shall automatically fail and the round of pro debate shall resume.
- c. If there is time remaining in a round of con debate but no Senators are attempting to be recognized to debate.
1. If an objection is made to this motion, the motion to call the question shall automatically fail and the round of con debate shall resume.
- 11.11** The presiding officer shall declare all votes. If not prescribed in statutes or these rules, the presiding officer shall determine the manner in which the vote is taken, however a senator may move for a vote by electronic device, hand count, or roll call.
- a. In cases of roll call votes, the Student Senate President Pro-Tempore shall call the roll of the Senate, in alphabetical order, recording the vote of each Senator.
- b. Before the result of a roll call vote has been announced, the presiding officer shall ask if any Senator wishes to cast or change their vote.
- 11.12** In no case shall a Senator cast a vote in place of another Senator. No person who is not a Senator shall vote. Violations of this provision shall be punished as the Senate deems proper.

**11.13** Any Senator may raise a point at any time unless denoted otherwise in these Rules.

a. Types of points used within Senate include but are not limited to:

1. Point of Personal Privilege

a. To register a complaint about the environment of the meeting or make a personal request.

2. Point of Information

a. To request information of the presiding officer who may direct the point to any person who is present at the meeting.

3. Point of Clarification

a. To make a germane factual statement.

4. Point of Order

a. To enforce the rule(s).

5. Point of Parliamentary Inquiry

a. To ask a question regarding the rule(s)

## **RULE TWELVE - Student Senate Conduct Code**

**12.1** All individuals in attendance of a Senate meeting shall demonstrate the proper respect for the business and procedures of the Student Senate and all other individuals in attendance.

**12.2** All individuals shall refrain from creating disturbances, especially loud conversation and noise, during official Senate proceedings.

**12.3** All Senators shall wear appropriate business or business casual attire while in the Senate chambers. Failure to act in accordance with the said rule shall result in the dismissal of the individual from Senate chambers at the discretion of the presiding officer.

**12.4** The presiding officer shall ensure that no Senator refers to or personally attacks another Senator or speaker by name or gesture during debate. This rule shall exclude pertinent debate during elections and confirmation hearings related to character and suitability for office.

- 12.5** The presiding officer shall ensure that no on-campus political party is advertised in the Senate Chambers or committee meetings. Such advertising shall consist of, but is not limited to, t-shirts, stickers and buttons that advertise party names. No International Federal, State, or Local candidate or political party shall be advertised in the Senate Chambers. This shall not limit a person in announcing a statement of fact, such as they, or another person are running for office.
- 12.6** A member of the Senate shall accept nothing which reasonably may be construed to improperly influence their official act, decision or vote.

### **RULE THIRTEEN – Senate Attendance**

- 13.1** Attendance at the following meetings shall be considered mandatory for all Senators and Senate Officers. A roll call will be conducted at the beginning and end of each meeting for the purpose of determining quorum and attendance:
- a.** Regularly scheduled meetings of the Student Senate as a whole.
  - b.** All standing committees, sub committees, and ad hoc committees on which a Senator or Senate Officer serves.
  - c.** Any properly called special session of the Senate.
    - 1. If a special session is called by the Student Senate President, an excused absence shall not negatively affect a Senator's attendance record.
  - d.** Any other meeting, upon concurrence of the Student Senate President and Student Senate President Pro Tempore, with at least twenty-four (24) hour notice to all the members required to attend.
    - 1. The Senate may overturn this provision at any time before or after the meeting with a two-thirds (2/3) vote.
- 13.2** When roll is called at any meeting and a Senator is absent or tardy, the presiding officer must publicly state if the absence or tardy is excused or unexcused.
- 13.3** A Senator shall be considered as having no absences at the beginning of their term in office. Absences will accumulate over their term in office and will be counted against the Senator regardless of any change in the academic semester, or any intervening election in which their seat is not up for consideration.
- 13.4** If an absence is considered unexcused, the failure to attend any meeting in its entirety shall constitute one full absence. If an absence is considered excused pursuant to rule 13.9, the failure to attend any meeting in its entirety shall constitute one-half absence.

- 13.5** Failure to be present for any one roll call that determines attendance or quorum shall count as one-half absence.
- a.** Senators who are not present during the initial roll call are tardy and must check in with the presiding officer upon entry into the meeting.
  - b.** If a tardy Senator does not check in with the presiding officer, they will accrue one-full absence in circumstances where a previous roll call is accepted as final roll call.
- 13.6** Quorum shall be defined as more than half of the voting members of the body that is meeting.
- 13.7** At any time, any Senator may move for a roll call to determine quorum.
- a.** Before a quorum call is conducted, the presiding officer shall call a three-minute recess to allow Senators to return to the chamber.
  - b.** In cases where quorum is not achieved and business must end, that quorum call shall be considered the final roll call of that meeting.
- 13.8** Under no circumstance shall any Senator receive more than one full absence during any one meeting, even if multiple quorum or roll calls are conducted.
- 13.9** Senators shall notify the appropriate presiding officer of a planned absence or tardy in writing prior to any missed Committee Meeting or Senate Meeting.
- a.** If prior notice is not possible, any Senator who receives an absence or tardy shall be required to provide a written excuse to the presiding officer of the missed meeting within six (6) school days of the meeting. Failure to submit a written excuse within this period will result in the absence or tardy being declared unexcused.
  - b.** With proper documentation, the following shall be considered excused in addition to excuses listed in the university policy on attendance:
    1. Documented illness.
    2. Documented attendance of a class or class-related activity.
    3. Study session(s) or studying for a documented exam on the day following the absence.
    4. Religious holy days
    5. Calls to active military duty or jury duty.
    6. Deaths in the family.
    7. Official University activities

- c. In any other circumstance, the presiding officer shall have the discretion to determine if an absence or tardy is excused or unexcused, subject to appeal by the absent Senator before the Rules Committee.
  - 1. The decision of the presiding officer shall be presented to the absent Senator in writing and a copy shall be furnished to the Student Senate President Pro Tempore.
- d. The presiding officer shall be required to report all absences and tardies to the Student Senate President Pro Tempore within twenty-four (24) hours after the meeting and shall state whether or not the absence or tardy is excused or unexcused.
- e. Senators shall be allowed to be absent for two full meetings during each term. These shall be deemed "Mental Health Days" and shall not count towards the total number of absences accumulated by each senator. Senators must notify the Senate President Pro-Tempore.

**13.10 Penalties: for Absences and Tardies**

- a. If a Senator is absent for three (3) committee meetings, they shall be required to meet with their Chair to determine whether or not they should be reassigned. If a decision is not reached in that meeting, the committee may, by a majority vote, expel a member who has received three (3) absences. If expelled from a standing committee, an expelled member shall be reassigned to a different standing committee by the Student Senate President.
  - 1. If a Senator knows that they will not be able to attend the regularly scheduled meetings of a committee, it is their responsibility to meet with the Student Senate President regarding a reassignment prior to absences being accrued.
- b. Any Senator who accumulates any combination of five (5) excused and unexcused absences shall be automatically suspended and forwarded to the Rules Committee for review over the Senator's absences. Suspended senators shall not be considered in determining quorum, nor shall they be entitled to any rights or privileges of a Senator, except for those related to due process of potential impeachment proceedings.
- c. Taking the number of both excused and unexcused absences into consideration, the Rules Committee shall decide if the Senator is capable of continuing their work as a Senator in good faith.
  - 1. If the Rules Committee finds that the Senator is no longer capable of consistent attendance, they shall then forward the Senator to the Judiciary Committee for impeachment proceedings and the Judiciary Committee shall conduct those meetings according to all of the laws and rules related to impeachment contained in these rules, Statutes, and the Constitution.

2. If the Rules Committee finds that the Senator is capable of continuing their work as a Senator in good faith, they shall unsuspend the Senator, then propose and vote on any number of additional absences that the Senator may accumulate before being suspended and subject to review by the Rules Committee again.
3. If the Judiciary Committee finds that the Senator is capable of continuing their work as a Senator in good faith, the Senator shall be unsuspended. After the Judiciary Committee meeting in which the Senator is unsuspended, the Rules Committee shall propose and vote on any number of additional absences the Senator may accumulate before being re-suspended.
4. If the Senate, via the impeachment process, finds that the Senator is capable of continuing their work as a Senator in good faith, the Senator shall be unsuspended. The Senate shall enter debate to propose and vote on any number of additional absences the Senator may accumulate before being re-suspended.

**13.11** All Senators shall be permitted to take a leave of absence during the summer session by informing the SGA Advisor in writing at least 2 weeks before the last Senate meeting in the Spring Semester. Any Senate seats temporarily vacated in this manner shall be advertised and filled in the same manner as other vacant Senate seats. Any Senator who takes this leave of absence shall resume office at the first Senate meeting of the fall semester.

#### **RULE FOURTEEN - Discipline**

**14.1** If a Senator violates a provision of the Constitution, Statutes, or these Rules of Procedure, engages in disorderly conduct, or takes any other action(s) unbecoming of a Student Senator, the Senate may discipline the said Senator through a censure.

**14.2** A censure shall:

- a. Be a formal reprimand of a Senator's action(s),
- b. Be moved and seconded by four (4) senators, after which the question on the censure shall be put without intervening debate,
  1. In the motion, the Senator making the motion must concisely state the reason for the censure.
- c. Require a two-thirds (2/3) vote to pass,
- d. If passed, be referred to the Rules Committee, which shall determine the level of punishment for the censure. Punishments for censure include:
  1. A verbal or written warning,

2. Suspension from committee assignment(s) for no longer than four (4) meetings,
  3. Suspension from all Senate business for no longer than three (3) weeks,
    - a. This action shall require a two-thirds (2/3) vote of the Rules Committee.
  4. Forwarding to the Judiciary Committee to commence impeachment proceedings.
    - a. This action shall require a two-thirds (2/3rds) vote of the Rules Committee.
- e. If moved in a committee, be voted on by the full Senate at the next Regular Meeting as a part of the committee's report to the Senate.
- 14.3** Nothing in these Rules shall be construed as to prohibit the independent initiation of impeachment proceedings against the accused Senator by the Judiciary Committee in the manner prescribed by the Student Body Constitution and Student Body Statutes.
- 14.4** Failure of a Standing Committee Chair to give twenty-four (24) hour notice of a committee meeting shall constitute a one-half unexcused absence against the Chair.
- a. Failure of a Vice Chair to prepare and submit a committee report in accordance with these rules shall constitute a one-half unexcused absence against the Vice Chair.

#### **RULE FIFTEEN - Amendments and Waiving the Rules**

- 15.1** Temporary waiving of the Rules may be accomplished by a two-thirds vote of the Student Senate. The specific rule to waive must be stated. This motion is not debatable.
- 15.2** These Rules may be amended in the form of a resolution by a two-thirds vote of the Senate.
- 15.3** A resolution to amend the rules shall be sent to the Rules Committee for consideration and report.