



THE FLORIDA STATE UNIVERSITY  
STUDENT GOVERNMENT ASSOCIATION

# 76<sup>th</sup> STUDENT SENATE Statute Revision, Addition or Proposed Constitutional Amendment Form

Senate Bill #: 05

Primary Sponsor(s): Cofer  
Co-Sponsor(s): Gorelick

A revision to the Student Body Statutes


**BE IT ENACTED BY THE SEVENTY FIFTH STUDENT SENATE THAT:**

A revision is made to the Student Body Statutes: 400.2 (See attached).

To introduce the position of Student Senate Chief of Staff into Student Body Statutes.

Read 1st Time: 12/06  
Referred to Committee: N/A  
Read 2nd Time: 12/06  
Committee Report: Passed In: N/A  
Senate Vote: Unanimous Consent

**OFFICIAL:**


DocuSigned by:  
  
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1/8/2024 | 5:17 PM PST

Student Senate President


**PASSED:** December 6th, 2023

**CERTIFIED TO THE STUDENT BODY**

DocuSigned by:  
  
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President of the Student Body


1/10/2024 | 11:01 AM EST

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Director of the Student Governance & Advocacy

1/10/2024 | 11:26 AM EST

Date

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Vice President of Student Affairs

1/10/2024 | 11:28 AM EST

Date

**Statute/Amendment Text** (please copy below from Word version on Statutes)

400.2 Office of the Senate President

The Office of the Senate President shall consist of the Senate President, Senate President Pro-Tempore and the Officers of the Senate, hence referred to as Senate Officers. The Student Senate President shall be responsible for the duties of all vacant Senate Officers.

- A. There shall be a President of the Student Senate who shall be elected by majority vote of the Senate from its membership immediately following fall inauguration. The Student Senate President shall be the chief legislative officer of the Student Body and shall perform duties as provided by law and Student Senate Rules of Procedure.
- B. There shall be a Student Senate President Pro-Tempore who shall be elected by a majority vote of the Senate from its membership immediately following fall inauguration. The Senate President Pro Tempore shall assist the President of the Senate and perform duties as provided by law and by Senate Rules of Procedure.
- C. The Student Senate President and President Pro-Tempore's seats shall not come up for election during their respective terms as President and Pro-Tempore. Upon the resignation or removal of the Student Senate President or Pro-Tempore, they shall immediately vacate their seat, if the term to which they were elected or appointed has expired.
- D. There shall be a Senate Parliamentarian, who shall be appointed by the Student Senate President, subject to confirmation by the Student Senate, from outside the membership of the Senate and who shall serve at Student Senate President's discretion. The Parliamentarian shall attend the Student Senate meetings and upon request, give advice on parliamentary procedure and any applicable law(s). This individual shall maintain order under the direction of the Student Senate President or Presiding Officer. The Parliamentarian shall endorse strictly the rules relating to the privileges of the chamber.
- E. There shall be a Senate Clerk, who shall be appointed by the Student Senate President, subject by the confirmation of the Student Senate, from outside the members of the Senate and who shall serve at the Student Senate President's discretion. The Senate Clerk shall attend the Student Senate meetings and mainly be responsible for distributing legislation, ballots, messages and other literature to Student Senators within the Chamber. The Clerk shall also perform any other duties that the Student Senate President or President Pro-Tempore shall determine to be necessary for these purposes.
- F. There shall be a Senate Historian, who shall be appointed by the Student Senate President, subject to confirmation by the Student Senate, from outside the members of the Senate and who shall serve at the Student

Senate President's discretion. The Historian shall be responsible for taking Senate Chamber minutes. The Historian, along with the Senate Press Secretary, shall have the responsibility of publishing a Senate newsletter to document Senate legislative actions and updates. The Historian shall also perform any other duties that the Student Senate President or President Pro-Tempore shall determine to be necessary for these purposes;

G. There shall be a Senate Press Secretary, who shall be appointed by the Student Senate President, subject to confirmation by the Student Senate, from outside the members of the Senate and who shall serve at the Student Senate President's discretion. The Press Secretary shall be responsible for maintaining the Senate social media presence and outreach and create a weekly calendar of Student Senate funded or related events. The Press Secretary shall work with committee chairs to help inform the student body on committee meeting information. The Press Secretary, along with the Senate Historian, shall have the responsibility of publishing a Senate newsletter to document Senate legislative actions and updates. 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 Senate Press Secretary Shall attend a training session with the SGA Webmaster to ensure that postings are within the Florida State University communications guidelines. This shall ensure that the social media properly represents the Student Senate.

H. There shall be a Senate Chief of Staff, who shall be appointed by the Student Senate President, subject to confirmation by the Student Senate, from outside the members of the Senate and who shall serve at the Student Senate President's discretion. The Chief of Staff shall be responsible for managing the deadlines and responsibilities of the Senate Parliamentarian, Clerk, Press Secretary, 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 Student Senate President or President Pro-Tempore shall determine to be necessary for these purposes.

~~G.~~ I. During the summer meetings of the Senate, the Student Senate President may select a temporary replacement for any appointed officer, if that individual is absent during the session.

~~H.~~ J. Upon the receipt of applications for a vacant appointed position as defined by statutes 400.2 C, 400.2 D, and 400.2 E in the Office of the Senate President, a screening process shall be overseen by the Senate President to determine the most qualified candidate. The process shall be defined by the following:

1. All candidates must receive an interview.

2. The interview shall be conducted in a standardized and professional form for all candidates.
3. The interview shall consist of a basic questionnaire outlining the candidate's experience, qualifications, and goals for the respective position.
4. No officer position shall be filled until it has been advertised properly in accordance with Chapter 404.2 A.
  - a. All positions shall be advertised for at least one week on the SGA Website in accordance with Chapter 404.2 C.
5. After all candidates have been interviewed, the Senate President may appoint and forward a candidate, who they deem most qualified, to the floor of the Student Senate for confirmation.