

# Allocation, Revision or Transfer Form

Amount: \$1,524.64      Date: 04, 15, 2014

Senate Bill 31

Sponsor(s) Nathan Molina  
Christopher Seifert



From Senate Projects  
Account Name - Category

To Strozier, Dirac, Union Food Court  
Account Name - Category and Leach Center

or  
Within \_\_\_\_\_  
Organizations Name

From Senate Projects To \_\_\_\_\_  
Account / Category Account / Category

**Purpose & Description (Use back of form if more space is needed)**

*Phone* Charging Stations for Strozier (2), Dirac (1), Union food court (1), and the Leach (1).

Organization Director \_\_\_\_\_ Phone Number \_\_\_\_\_

**Itemized Expenditures: Only use this area if ALL expenditures can be listed. If ALL do not fit then use Part 2 for expenditures.**

Quantity	Description	Unit Price
5	Wall Mount Phone Charging Station	\$249.95
1	Custom Artwork	\$ 199.95
<b>Total</b>		<b>\$1,524.64</b>

Senate Finance Committee Chairman  
Passed / Failed (Circle) Date \_\_\_\_\_  
Other \_\_\_\_\_

Senate Action:  
Passed / Failed (Circle) Date \_\_\_\_\_  
Other \_\_\_\_\_

# Allocation, Revision or Transfer Form

Amount: ~~0,000~~ 15,000 Date: 04/10/14

Senate Bill 32

Sponsor(s) Jones, Collins



From Senate Projects  
Account Name - Category

To RTAC  
Account Name - Category

or

Within \_\_\_\_\_  
Organizations Name

From \_\_\_\_\_ To \_\_\_\_\_  
Account / Category Account / Category

**Purpose & Description (Use back of form if more space is needed)**

To replenish RTAC funds for the remainder of the semester.

Organization Director \_\_\_\_\_ Phone Number \_\_\_\_\_

**Itemized Expenditures: Only use this area if ALL expenditures can be listed. If ALL do not fit then use Part 2 for expenditures.**

Quantity	Description	Unit Price
<b>Total</b>		

Senate Finance Committee Chairman  
Passed / Failed (Circle) Date \_\_\_\_\_  
Other \_\_\_\_\_

Senate Action:  
Passed / Failed (Circle) Date \_\_\_\_\_  
Other \_\_\_\_\_

# Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 4.16.14

Senate Bill 33

Sponsor(s) Baughman & Collins



## Purpose & Description (Use back if more space is needed)

To Clarify these two sections of  
Student Body Statutes Chapters 705.7 and  
300.4.

705.7

B. The electorate of the Senior Class Council shall be as defined in Chapter 604302.

C. Senior Class Council elections shall be carried out according to the provisions of Chapter 604302.

300.4 The Vice President shall:

D. Meet at least once a month with the directors of executive agencies, affiliated projects, bureaus, and class councils to review performance, address questions and/or concerns, and discuss possibilities of new projects.

Senate Judiciary Chairperson  
Passed / Failed (Circle One)

Date     /     /    

Senate Action  
Passed / Failed (Circle One)

Date     /     /

# Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 4, 16, 14  
Senate Bill 34

Sponsor(s) Baughman &  
Internal Affairs



## Purpose & Description (Use back if more space is needed)

An addition to the Student Body  
Statutes adding Chapter 304.3F.

304.3 F After the Student Body President and Chief of Staff have forward a candidate shall be questioned by the appropriate senate committee. If the appropriate Senate Committee rejects the candidate, the Student Body President may only forward the candidate one (1) more time for the same position. If the committee rejects the candidate for a second time, the chair of that committee shall write a letter to the Student Body President expressing the concerns of the committee, and that candidate shall not be considered for the same positions for one (1) full year. The Student Body President shall then act in accordance with chapters 201 and 304.3 of the Student Body Statutes

Senate Judiciary Chairperson  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

Senate Action  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

# Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 4 / 15 / 14

Senate Bill 35

Sponsor(s) BUTLER  
Ray



## Purpose & Description (Use back if more space is needed)

The addition of an opt-in Senate Orientation Program.

Approved for First Reading \_\_\_\_\_

Statute Number	Strike	Statute Number	Insert
----------------	--------	----------------	--------

*See Attached*

Senate Judiciary Chairperson  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

Senate Action  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

## **CHAPTER 418: The Senate Orientation Program**

### **418.1 Purpose**

The Senate Orientation Program is a two week program intended for students who are newly elected to Senate. All newly elected senators are encouraged to participate during the time period between election day and inauguration day. It is also open to any current Senator who wishes to enroll as well as any current student who wishes to learn more about Senate. Enrollment into this program can occur at anytime of the year that senate is in session. The goal of this program is to aid in the preparation of students as they become a Senator in SGA or to assist students in deciphering whether or not they are interested in becoming a senator themselves. The program will start after the Senate President Pro Tempore has assigned the enrollee a senate mentor and conclude upon completion of the requirements for the program.

### **418.2 Procedures for participating in the Senate Orientation Program**

#### **A. Enrolling in the Senate Orientation Program**

1. All Students wishing to enroll in the Senate Orientation Program must send an email to the Senate President Pro Tempore to express their interest and to find out if any mentors are available.

2. If no mentors are available at the current time, then the perspective enrollees will be put on a waiting list and notified when a Senator is available to serve as a mentor.

3. Before beginning the Senate Orientation Program, the mentor and mentee must sign a formal agreement to adhere to the program guidelines. If at anytime the mentee feels although their assigned mentor is not fulfilling their duties, the mentee should hold their Mentor accountable by reporting them to the Senate President Pro Tempore

#### **B. Becoming a Mentor**

1. Senators who are selected to become a Mentor should be fulfilling all requirements for Senators and must have demonstrated a clear understanding of the SGA Constitution, SGA Statutes, Senate Rules and Procedures, Robert's Rules of Order, and the overall mission of SGA.

2. Senators may volunteer to become a Mentor but final approval is required from the Senate President Pro Tempore. Otherwise, the Senate President Pro Tempore may appoint Senators to serve as mentors.

3. After being approved as a Mentor the senator must submit a Mentor Biography. The Biography should include, their goals concerning SGA, all projects that the Senator has or is currently working on, committee(s) that the Senator sits on, and any other information that the Senator finds relevant to SGA. All Mentor Biographies require final approval from Senate President Pro Tempore.

#### **C. Matching Mentee to Mentor**

1. All Mentor Biographies shall be made available on the SGA website. After reviewing the Mentor Biographies, the perspective enrollee must email the Senate President Pro Tempore the name of the Senator whom they wish to have as a mentor.

2. The Senate President Pro Tempore will then notify the Senator, so they can set up an initial meeting with the mentee.

### **418.3 Procedure for completing the Senate Orientation Program**

- A. Once a Student has enrolled in the program they will have 24hrs to identify a current Senator they wish to have as a Mentor and email the name of that Senator to the Senate President Pro Tempore. The Senate President Pro Tempore will then notify the selected Mentor so an initial meeting may be set up between the Mentor and mentee. This meeting must take place within 72hrs of the pairing of Mentor and mentee.
- B. At the initial meeting the Mentor and mentee should discuss items such as: shared educational background, short and long term goals, successful strategies related to achieving their desired goals, what the overall goals for SGA are, strategies for relationship management with other members of SGA. At this time a date should be determined when the mentee will shadow the Senator for at least one of the Senator's committee meetings.
- C. During the shadowing process the Mentor should invite the mentee to sit in on all senate related business of the day, including but not limited to meetings with other SGA officers and or University administrators, committee meetings, and participate in any senate related activity the Mentor participates in. After shadowing, the mentor and mentee should discuss the mentee's observations, similarities and differences in how the mentee would approach events that happened during the shadowing, key factors that led to the success or failure of the observed activities, and review effective workplace practices.
- D. At the conclusion of the shadowing a meeting should be set up for the mentee to be able to sit down with the Mentor and ask any questions regarding the SGA Constitution, Robert's Rules of Order, or any other official SGA documents. At this meeting the mentee should identify a student issue that they would like to address and, with the Mentor, write out a plan of action to address it. Additionally, at this meeting the Mentor should explain the process of drafting legislation.
- E. Before completion of the program the mentee must attend a final meeting with their Mentor and the Senate President Pro Tempore to provide an overall assessment of the mentorship.
- F. The Senate Orientation Program Check List should be brought to every session between the Mentor and mentee and initialed as each objective is completed. By initialing next to an objective the Mentor and mentee are formally stating that the following item(s) have been covered:
1. mentee has reviewed Mentor Bios and sent request within 24hrs.
  2. mentee and Mentor have scheduled 1<sup>st</sup> meeting within 72hrs.
  3. mentee has shadowed the Mentor during office hours.
  4. mentee has discussed what he/she has observed while shadowing.
  5. mentee has proficient grasp of Robert's Rules of Order.
  6. mentee has identified a student issue they wish to address.
  7. mentee has developed a plan of action for addressing issue.
  8. mentee has attended all scheduled meetings with Mentor.
- G. After completion of the Senate Orientation Program the enrollee shall receive a certificate of completion signed by the Senate President Pro Tempore and the enrollee's mentor.

# Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 4.16.14  
Senate Bill 36

Sponsor(s) Baughman  
Collins



## Purpose & Description (Use back if more space is needed)

Removal of Chapter 604 and  
adding a new Chapter 302,  
Class Councils

Approved for First Reading \_\_\_\_\_

Statute Number	Strike	Statute Number	Insert
-------------------	--------	-------------------	--------

Senate Judiciary Chairperson  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

Senate Action  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_



## Chapter 302      Class Councils

### 302.1 Title

This act shall be entitled "The Class Council Act of 2014." The Senior Class Council, Junior Class Council, and Sophomore Class Council shall be hereinafter be referred to as the SrCC , JCC. , and SoCC respectively.

302.2 The CC shall work to instill unity in the Florida State University's Senior, Junior, and Sophomore classes to enhance their college experience and encourage active participation in the Florida State community as both students and alumnus.

### 302.3 Membership

#### A. Senior Class Council

1. The President, Vice President, Treasurer and Secretary of the Senior Class shall be officers of the SrCC

a. The President, Vice President, Treasurer, and Secretary shall have at least 72 semester credit hours by the semester they run for office.

b. The President, Vice President, Treasurer, and Secretary shall be elected in the Spring Student Government Association elections as stipulated in Chapter 705.1 of the FSU Student Body Statutes.

c. All officers of the SrCC are to be enrolled as undergraduate students at Florida State University for the entire designated term of service.

2. There shall be at least five (5) members-at-large of the Senior Class selected by the President of the Senior Class with the majority approval of the remaining officers of the SrCC. This selection process shall be completed within 60 days of the-SrCC inauguration.

#### B. Junior Class Council

1. The President, Vice President, Treasurer, and Secretary shall be officers of the JCC.

a. The President, Vice President, Treasurer, and Secretary shall have at least 42 semester credit hours by the semester they run for office and must have been enrolled in FSU for one year.

b. The President, Vice President, Treasurer, and Secretary shall be appointed through the application process as stated in Chapter 302.4 B following the Spring Student Government Association elections.

c. All officers of the JCC are to be enrolled as undergraduate students at Florida State University for the entire designation of their term of service.

2. There shall be up to ten (10) members-at-large of the Junior Class selected by the President of the Junior Class with the majority approval of the remaining officers JCC. this selection process shall be completed by the first week of classes for Summer Session A.

#### C. Sophomore Class Council

1. The President, Vice President, Treasurer, and Secretary shall be officers of the SoCC.

a. The President, Vice President, Treasurer, and Secretary shall have at least 12 semester credit hours by the semester they run for office.

b. The President, Vice President, Treasurer, and Secretary shall be appointed through the application process as stated in Chapter 302.4 C following the Spring Student Government Association elections.

c. All officers of the SoCC are to be enrolled as undergraduate students at Florida State University for the entire designation of their term of service.

2. There shall be up to ten (10) members-at-large of the Sophomore Class selected by the President of the Sophomore Class with the majority approval of the remaining officers SoCC. this selection process shall be completed no later than the last week of classes for Summer Session A.

## 302.4 Selection & Terms of Office

---

### A. Senior Class Council

---

1. All applications to run for the SrCC will follow the deadlines pursuant to Student Body Statutes Chapter 705.3

2. The members of the SrCC shall hold office from the time of their appointment until the end of the Spring Semester one year from the start of their term. The members of the SrCC shall fundraise and represent the respective graduating classes encompassed within their term (Summer, Fall, and Spring).

---

### B. Junior Class Council

---

1. All applications for the JCC must be publicly released within five (5) business days after the Spring Student Government Association election. Completed applications must be received by the newly elected SrCC no later than 5pm ten (10) business days after the applications are released. The deadline for applications may be postponed, for up to one week under extreme circumstances.

2. The members of the JCC shall hold office from the time of their appointment until the end of the Spring Semester one year from the start of their term. The members of the JCC shall fundraise and represent the respective upcoming graduating classes encompassed within their term (Summer, Fall, and Spring).

#### 3. Selection

a. Once the incoming Senior Class has been elected they may, with the Advisor for the Class Councils and the Student Body Vice President Elect, begin conducting interviews for the positions of President and Vice President.

---

b. Once the incoming SrCC has been inaugurated, they must, within ten (10) business days, submit their nominations for the positions of President and Vice President to the Student Body President and Chief of Staff for appointment, with confirmation by the Student Senate.

c. Interviews for the positions of Secretary and Treasurer will be held by the newly appointed President and Vice President of the Junior Class and the Advisor of the Class Councils.

d. Once the President and Vice President have been confirmed they shall appoint the Treasurer and the Secretary.

### C. Sophomore Class Council

1. All applications for the SoCC must be publicly released within five (5) business days after the Spring Student Government Association election. Completed applications must be received by the newly elected SrCC no later than 5pm ten (10) business days after the applications are released. The deadline for applications may be postponed, for up to one week under extreme circumstances.

2. The members of the SoCC shall hold office from the time of their appointment until the end of the Spring Semester one year from the start of their term. The members of the SoCC shall fundraise and represent the respective upcoming graduating classes encompassed within their term (Summer, Fall, and Spring).

#### 3. Selection

a. Once the incoming Senior Class has been elected they may, with the Advisor for the Class Councils and the Student Body Vice President Elect, begin conducting interviews for the positions of President and Vice President.

b. Once the incoming SrCC has been inaugurated, they must, within ten (10) business days, submit their nominations for the positions of President and Vice President to the Student Body President and Chief of Staff for appointment, with confirmation by the Student Senate.

c. Interviews for the positions of Secretary and Treasurer will be held by the newly appointed President and Vice President of the Junior Class, the Advisor of the Class Councils, and the Senior Class President.

---

d. Once the President and Vice President have been confirmed they shall appoint the Treasurer and the Secretary.

---

#### 604.5 Duties and Responsibilities of the Class Councils

##### A. Senior Class Council

1. The SrCC shall strive to keep all Seniors informed and apprised of all graduation requirements and deadlines.

3. The SrCC shall raise funds for the Senior Class gift.

4. The SrCC shall provide programming to build community and pride for graduating year and/or benefit of the members of the Senior Class.

5. The SrCC shall meet at least once a month.

6. The SrCC shall provide guidance and information to the Junior and Sophomore Class Councils and students of the university who are interested in being a part of the entity.

7. The SrCC shall work with the Homecoming Executive Council to choose and present a gift on behalf of their class to the President of Florida State University during the Homecoming Faculty and Staff reception in the Fall

---

##### B. Junior Class Council

---

1. The J.C.C. shall meet with FSU administrations to research selection options for their respective gift to the university which will be dedicated from their class.

2. The JCC shall raise funds for their upcoming Senior Class gift.

3. The JCC shall strive to keep all Juniors informed and apprised of all upcoming deadlines and requirements including Graduation Checks.

4. The JCC shall provide programming to build community and pride for graduating year and/or benefit of the members of the Junior Class.

5. The JCC shall meet at least twice a month.

6. The JCC shall provide guidance and information to students of the university who are interested in being a part of the entity.

C. Sophomore Class Council

1. The SoCC shall begin to raise funds for their upcoming Senior Class gift.

2. The SoCC shall provide programing to build community and pride for graduation year and/or benefit of the members of the Sophomore Class.

3. The SoCC shall meet at least twice a month.

4. The SoCC shall provide guidance and information to the students of the university who are interested in being a part of the entity.

604.7 Duties and Responsibilities of the Members of the Class Councils

A. Senior Class

1. The President Shall:

a. Preside over and call all meetings of the SrCC

b. Supervise and coordinate the activities of all officers and members of the SrCC.

c. Act as spokesperson of the Florida State University Senior Class.

d. Shall hold a meeting between all the Presidents at least once a month.

2. The Vice President shall:

a. Assist the President

b. Oversee the progress of the Junior Class Council and the Sophomore Class Council.

c. Assume the duties and responsibilities of the President upon the President's inability to discharge his/her duties.

3. The Treasurer shall:

- a. Oversee all fundraising for the SrCC.
- b. Act as a the chief financial officer of the SrCC.

4. The Secretary shall:

- a. Coordinate all correspondence of the SrCC.
- b. Insure that accurate minutes are recorded for all meetings and publicized on the SGA website. The Secretary shall also compile a record documenting the activities of the SrCC for the benefit of the future administrations.

B. Junior Class

1. The President shall:

- a. Preside over and call all meetings of the JCC.
- b. Supervise and coordinate the activities of all officers and members of the JCC.
- c. Act as a spokesperson of the Florida State University Junior Class.
- d. Work closely and report to the SrCC Vice President with their progress.

2. The Vice President shall:

- a. Assist the President
- b. Assume the duties and responsibilities of the President upon the President's inability to discharge his/her duties.

3. The Treasurer shall:

- a. Oversee all fundraising for the JCC.
- b. Act as the chief financial officer of the JCC

4. The Secretary shall:

\_\_\_\_\_ a. Coordinate all correspondence of the JCC

b. Insure that accurate minutes are recorded for all meetings and publicized on the SGA website. The Secretary shall also compile a record documenting the activities of the JCC for the benefit of future administrations.

C. Sophomore Class

\_\_\_\_\_ 1. The President shall:

\_\_\_\_\_ a. Preside over and call all meetings of the SoCC.

b. Supervise and coordinate the activities of all officers and members of the SoCC.

c. Act as a spokesperson of the Florida State University Sophomore Class.

\_\_\_\_\_ d. Work closely and report to the SrCC Vice President with their progress.

\_\_\_\_\_ 2. The Vice President shall:

\_\_\_\_\_ a. Assist the President

\_\_\_\_\_ b. Assume the duties and responsibilities of the President upon the President's inability to discharge his/her duties.

3. The Treasurer shall:

a. Oversee all fundraising for the SoCC.

b. Act as the chief financial officer of the SoCC

4. The Secretary shall:

\_\_\_\_\_ a. Coordinate all correspondence of the SoCC



b. Insure that accurate minutes are recorded for all meetings and publicized on the SGA website. The Secretary shall also compile a record documenting the activities of the SoCC for the benefit of future administrations.

### 302.8 Resignations

---

A. The resigning member of the Class Councils must submit their resignation to the President of their respective council at least two (2) weeks in advance, along with any relevant information in the form of a letter.

B. One (1) week prior to the officer's final day, they shall submit all documents pertaining to their position and shall facilitate a proper transition for the new officer.

### 302.9 Vacancies & Leaves of Absence

#### A. Senior Class vacancies

1. In case a seat on the SrCC becomes vacant the replacement procedure for said seat will be done in accordance to Chapter 304.7.

#### B. Junior & Sophomore Class vacancies

In case a seat on the JCC becomes vacant the replacement procedure will be done as follows .

---

##### 1. President & Vice President

a. Applications must open within five (5) schools days of an officer renouncing their position.

b. The application must be advertised for a minimum of ten (10) school days.

c. Upon the receipt of applications for a vacant position in the JCC, the interviews will be conducted by the Senior Class Council President, and the remaining members of the JCC before being forwarded to the Chief of Staff.

d. After being forwarded by the Chief of Staff they are to be confirmed through Internal Affairs Committee of the Student

Senate, with final confirmation on the Senate floor.

---

2. Treasurer and Secretary

a. Applications must open within five (5) schools days of an officer renouncing their position.

b. The application must be advertised for a minimum of ten (10) school days.

c. After the interviews for said positions have been concluded and a candidate has been chosen by the JCC they will be appointed by the President of the JCC at their earliest convenience.

---

D. Leaves of Absence

---

1. If a member of the Class Councils needs to take a leave of absence in excess of two (2) weeks, then they must submit a request to the Class Council's Advisor a minimum of five (5) business days before the start of their leave.

2. If a member of the Class Councils needs to take a leave of absence less than two (2) weeks. They they must submit a request to the Class Council's Advisor a minimum of two (2) business days before the start of their leave.

---

---

---

---

## ~~Chapter 604 — SENIOR CLASS COUNCIL~~

~~History: Revised by the 48<sup>th</sup> Senate Bill 111. Revised by the 49<sup>th</sup> Senate Bills 14 and 71. Revised by the 53<sup>rd</sup> Senate Bill 59. Revised by the 54<sup>th</sup> Senate Bill 37. Revised by the 55<sup>th</sup> Senate Bills 41 and 59. Revised by the 60<sup>th</sup> Senate Bill 46. Revised by the 64<sup>th</sup> Senate Bill 13.~~

### ~~— 604.1 Title~~

~~This act shall be entitled "The Senior Class Council Act of 1990." The Senior Class Council shall be hereinafter referred to as the S.C.C.~~

~~— 604.2 The S.C.C. shall work to instill unity in the Florida State University's Senior Class to enhance their college experience and encourage active participation in the Florida State community as alumni.~~

### ~~— 604.3 Membership~~

~~A. — The President, Vice President, Treasurer and Secretary of the Senior Class shall be officers of the S.C.C.~~

~~1. The President, Vice President, Treasurer, and Secretary shall have at least 72 semester credit hours by the semester they run for office.~~

~~2. The President, Vice President, Treasurer, and Secretary shall be elected in the Spring Student Government Association elections as stipulated in 705.1 of the FSU Student Body Statutes.~~

~~3. All officers of the S.C.C. are to be enrolled as undergraduate students at Florida State University for the entire designated term of service.~~

~~B. — There shall be at least five (5) members at large of the Senior Class selected by the President of the Senior Class with the majority approval of the remaining officers of the SCC. This selection process shall be completed within 60 days of the S.C.C. inauguration.~~

### ~~— 604.4 Term of Office~~

~~The members of the S.C.C. shall hold office from the time of their election and appointment until the next inauguration or until such time as they are no longer registered as a student at FSU, which ever may occur first. The members of the S.C.C. shall fundraise and represent the respective graduating classes encompassed within their term (Summer, Fall, and Spring).~~

### ~~— 604.5 Duties and Responsibilities of the S.C.C.~~

- A. ~~The S.C.C. shall strive to keep all Seniors informed and apprised of all graduation requirements and deadlines.~~
- B. ~~The S.C.C. shall keep a current list of the names and addresses of all Seniors graduating.~~
- C. ~~The S.C.C. shall raise funds for the Senior Class gift.~~
- D. ~~The S.C.C. shall provide programming for the enjoyment and/or benefit of the members of the Senior Class.~~
- E. ~~The S.C.C. shall meet at least once a month.~~
- F. ~~The S.C.C. shall provide guidance and information to the underclassmen Council and students of the university who are interested in being a part of the entity.~~
- G. ~~The S.C.C. shall work with the Homecoming Executive Council to choose and present a gift on behalf of their class to the President of Florida State University during the Homecoming Faculty and Staff reception in the Fall.~~

#### ~~604.6 University Commencement Ceremonies~~

~~Upon the approval of the Student Body of the compulsory referendum regarding invocations at university commencements ceremonies, proposed pursuant to Student Body Statute 707.3, the Senior Class Council shall perform the following additional duties and responsibilities:~~

1. ~~At least one month prior to each fall, spring, and summer commencement ceremony, the President of the Senior Class shall select, subject to the approval of the Senior Class Council, a student volunteer to deliver a non-proselytizing, non-sectarian invocation at the respective commencement ceremony.~~
2. ~~The President of the Senior Class shall select these student volunteers from all those who submit applications. Notice of these volunteer positions must be published through advertising in a newspaper of general student circulation at least one (1) week, but not more than five (5) weeks prior to the selection of each student volunteer.~~
3. ~~The invocation must be approved in advance by a majority vote of the Senior Class Council.~~
4. ~~The outgoing President of the Senior Class will render the commencement address at the Spring University commencement ceremony.~~

~~5. The outgoing President of the Senior Class shall confer with the appropriate university officials necessary to arrange that the invocation and commencement address are placed on the official program of each university commencement ceremony.~~

~~604.7 Duties and Responsibilities of the Members of the S.C.C.~~

~~A. The President shall:~~

- ~~1. Preside over and call all meetings of the S.C.C.~~
- ~~2. Supervise and coordinate the activities of all officers and members of the S.C.C.~~
- ~~3. Act as spokesperson of the Florida State University Senior Class.~~
- ~~4. Work closely with the FSU Alumni Association. The S.C.C. President or his/her designee shall serve as a permanent ex-officio member.~~
- ~~5. The Senior Class President or his/her designee shall serve as a member of the FSU Foundation Recent Graduate Development Council.~~

~~B. The Vice President shall:~~

- ~~1. Assist the President.~~
- ~~2. Oversee the progress of the Junior Class Council and the Sophomore Class Council.~~
- ~~2. Assume the duties and responsibilities of the President upon the President's inability to discharge his/her duties.~~

~~C. The Treasurer shall:~~

- ~~1. Oversee all fund raising for the S.C.C.~~
- ~~2. Act as the chief financial officer of the S.C.C.~~
- ~~3. Make a monthly written report to the Student Government Auditor regarding any use by the S.C.C. of A&S funding.~~

~~D. The Secretary shall:~~

- ~~1. Be responsible for the name and address directory of all Seniors.~~

~~2. Coordinate all correspondence of the S.C.C.~~

~~3. Insure that accurate minutes are recorded for all meetings and publicize on the SGA Website. The Secretary shall also compile a record documenting the activities of the S.C.C. for the benefit of future administrations.~~

~~604.8 There shall be the Junior Class Council under S.C.C, The Junior Class Council shall be hereinafter referred to as the J.C.C.~~

~~604.9 The J.C.C shall work to instill unity in the Florida State University's Junior Class to enhance their college experience and encourage them to be active in the University.~~

~~604.10 Membership~~

~~The President, Vice President, Treasurer and Secretary of the Junior Class shall be officers of the J.C.C.~~

~~1. The President, Vice President, Treasurer, and Secretary shall have at least 42 semester credit hours by the semester they run for office and must have been in enrolled in FSU for one year.~~

~~2. The President, Vice President, Treasurer, and Secretary shall be appointed through an application process one month following the Spring Student Government Association elections.~~

~~3. All officers of the J.C.C. are to be enrolled as undergraduate students at Florida State University for the entire designated term of service.~~

~~There shall be up to 10 members at large of the Junior Class selected by the President of the Junior Class with the majority approval of the remaining officers of the J.C.C. This selection process shall be completed by the 1<sup>st</sup> week of classes for Summer Session A.~~

~~604.11 Term of Office~~

~~The members of the J.C.C. shall hold office from the time of their appointment until the next inauguration or until such time as they are no longer registered as a student at FSU, which ever may occur first. The members of the J.C.C. shall fundraise and represent the respective upcoming graduating classes encompassed within their term (Summer, Fall, and Spring)~~

~~604.12 Duties and Responsibilities of the J.C.C.~~

- ~~A. The J.C.C. shall meet with FSU administrations to research selection options for their respective gift to the university which will be dedicated from their class.~~
- ~~B. The J.C.C. shall raise funds for their upcoming Senior Class gift.~~
- ~~C. The J.C.C. shall strive to keep all Juniors informed and apprised of all upcoming deadlines and requirements including Graduation Checks.~~
- ~~D. The J.C.C. shall provide programming for the enjoyment and/or benefit of the members of the Junior Class.~~
- ~~E. The J.C.C. shall meet at least once a month.~~
- ~~F. The J.C.C. shall provide guidance and information to students of the university who are interested in being a part of the entity.~~
- ~~G. The J.C.C. shall keep a current list of the names and addresses of all current Juniors.~~
- ~~H. The J.C.C. shall work with the Homecoming Executive Council to choose and present a gift on behalf of their class to present to the President of Florida State University during the Homecoming Faculty and Staff Reception in Fall.~~

~~604.13 Duties and Responsibilities of the Members of the J.C.C.~~

- ~~A. The President shall:
  - ~~1. Preside over and call all meetings of the J.C.C.~~
  - ~~2. Supervise and coordinate the activities of all officers and members of the J.C.C.~~
  - ~~3. Act as a spokesperson of the Florida State University Junior Class.~~
  - ~~4. Work closely and report to the Senior Class Council Vice President with their progress.~~~~
- ~~B. The Vice President shall:
  - ~~1. Assist the President.~~~~

~~2. Assume the duties and responsibilities of the President upon the President's inability to discharge his/her duties.~~

~~C. The Treasurer shall:~~

- ~~1. Oversee all fund raising for the J.C.C.~~
- ~~2. Act as the chief financial officer of the J.C.C.~~
- ~~3. Make a monthly written report to the Student Government Auditor regarding any use by the J.C.C. of A&S funding.~~

~~D. The Secretary shall:~~

- ~~1. Be responsible for the name and address directory of all Juniors.~~
- ~~2. Coordinate all correspondence of the J.C.C.~~
- ~~3. Insure that accurate minutes are recorded for all meetings and publicize on the SGA Website. The Secretary shall also compile a record documenting the activities of the J.C.C. for the benefit of future administrations.~~

~~604.14 There shall be the Sophomore Class Council under S.C.C.~~

~~604.15 The Sophomore Class Council shall work to instill unity in the Florida State University's Sophomore Class to enhance their college experience and encourage to be active in the University.~~

~~604.16 Membership~~

~~The President, Vice President, Treasurer and Secretary of the Sophomore Class shall be officers of the Sophomore Class Council.~~

- ~~1. The President, Vice President, Treasurer, and Secretary shall have at least 12 semester credit hours by the semester they run for office.~~
- ~~2. The President, Vice President, Treasurer, and Secretary shall be appointed through an application process one month following the Spring Student Government Association elections.~~
- ~~3. All officers of the Sophomore Class Council are to be enrolled as undergraduate students at~~



~~Florida State University for the entire  
designated term of service.~~

~~There shall be up to 10 members at large of the  
Sophomore Class selected by the President of the  
Sophomore Class with the majority approval of the  
remaining officers of the S.C.C. This selection  
process shall be completed by the 1<sup>st</sup> week of classes  
for Summer Session A.~~

~~604.17 Term of Office~~

~~The members of the Sophomore Class Council shall hold  
office from the time of their appointment until the  
next inauguration or until such time as they are no  
longer registered as a student at FSU, which ever may  
occur first. The members of the Sophomore Class  
Council shall fundraise and represent the respective  
graduating classes encompassed within their term  
(Summer, Fall, and Spring).~~

~~604.18 Duties and Responsibilities of the Sophomore Class  
Council~~

~~A. The Sophomore Class Council shall begin to raise  
funds for their upcoming Senior Class gift.~~

~~B. The Sophomore Class Council shall provide  
programming for the enjoyment and/or benefit of  
the members of the Sophomore Class.~~

~~C. The Sophomore Class Council shall meet at least  
once a month.~~

~~D. The Sophomore Class Council shall provide  
guidance and information to students of the  
university who are interested in being a part of  
the entity.~~

~~E. The Sophomore Class Council shall keep a current  
list of the names and addresses of all current  
Sophomores.~~

~~F. The Sophomore Class Council shall work with the  
Homecoming Executive Council to choose and  
present a gift on behalf of their class to  
present to the President of Florida State  
University during the Homecoming Faculty and  
Staff Reception in Fall.~~

~~604.19 Duties and Responsibilities of the Members of the  
Sophomore Class Council~~

~~A. The President shall:~~

~~1. Preside over and call all meetings of the Sophomore Class Council.~~

~~2. Supervise and coordinate the activities of all officers and members of the Sophomore Class Council.~~

~~3. Act as spokesperson of the Florida State University Sophomore Class.~~

~~4. Work closely and report to the Senior Class Council Vice President with their progress.~~

~~B. The Vice President shall:~~

~~1. Assist the President.~~

~~2. Assume the duties and responsibilities of the President upon the President's inability to discharge his/her duties.~~

~~C. The Treasurer shall:~~

~~1. Oversee all fund raising for the Sophomore Class Council~~

~~2. Act as the chief financial officer of the Sophomore Class Council~~

~~3. Make a monthly written report to the Student Government Auditor regarding any use by the Sophomore Class Council of A&S funding.~~

~~D. The Secretary shall:~~

~~1. Be responsible for the name and address directory of all Sophomores.~~

~~2. Coordinate all correspondence of the Sophomore Class Council.~~

~~3. Insure that accurate minutes are recorded for all meetings and publicize on the SGA Website. The Secretary shall also compile a record documenting the activities of the Sophomore Class Council for the benefit of future administrations.~~

~~604.20 All three councils will share a budget that will be distributed accordingly: Senior Class 50%, Junior Class 30%, and Sophomore Class: 20%.~~

~~604.21 Selection of the appointed councils will be done by  
incoming and outgoing Senior Class President and Vice  
president as well as the incoming and outgoing Student  
Government Association President.~~

~~604.22 The proceeds from each individual class gift  
fundraising will be deposited directly towards their  
respective FSU Foundation accounts.~~

# Res 33

Sponsors: Senators Jones and Marks

Whereas: The Florida State University 66<sup>th</sup> Student Senate is to be the example for the Student Body in upholding the Seminole Creed,

Whereas: General Misconduct as outlined in Robert's Rules of Order, Newly Revised, where applicable and not inconsistent with Student Body Constitution, Statues, or Rules of Procedure (by which we are governed) is a direct violation,

Whereas: According to 12.24 in the Rules of Procedure, "A member (of Senate)...shall conduct himself at all times in a manner that promotes public confidence in the integrity and independence of Senate, "

Whereas: According to 12.24 in the Rules in Procedure, "Each member shall conduct himself at all times in a manner that promotes a professional environment in the Senate, free from discrimination,"

Whereas: April 9, 2014, Senator Martin Munoz violated the 66<sup>th</sup> Student Body Senate Rules of Procedure by posting to a public forum, out of spite, with the intent to reduce public confidence in the Student Affairs Committee,

Whereas: The Senator has been unprofessional and ill-mannered in questioning the candidate for Pow Wow Director,

Whereas: The Senator has acted out of order, as defined in parliamentary procedure, by holding a sign up during debate, directly after being asked not to speak by the Senate President,

Whereas: The Senator has been publicly reprimanded for misconduct on several occasions by the Senate President, has ignored direct orders from the Senate President, and has argued with the chair on more than one occasion,

Whereas: The Senator was publicly warned by the Chair of Student Affairs Committee in regards to misconduct,

Therefore Be It Resolved: The 66<sup>th</sup> Student Senate formally censures the Student Senator for the improper behavior and misconduct that has taken place, either within committee meetings or meetings of the 66<sup>th</sup> Student Senate.

The 66th Student Senate

Resolution 34

Sponsored by Senator Butler

**Whereas:** Senators do not have an allotted time to ask candidates for Senate President and Senate President Pro Tempore questions, and

**Whereas:** All other candidates for positions that require senate confirmation are asked questions by the Senate, and

**Whereas:** Having majority and minority opinions published on the SGA website will increase senate transparency, and

**Whereas:** Some people communicate more effectively through the written word, and

**Whereas:** A resolution is required to amend the Senate Rules and Procedures, therefore

**LET IT BE RESOLVED BY THE SIXTY-SIXTH STUDENT SENATE AT THE FLORIDA STATE UNIVERSITY THAT:**

The Senate Rules and Procedures be amended as follows:

**1.05** Nominations for Senate President and Senate President Pro Tempore shall be taken from the floor and shall require a second. Each candidate shall be allowed, in alphabetical order, to address give a presentation to the Senate for no more than five(5) minutes. Immediately following each candidate's presentation Senators will be allowed to address questions to the candidate who just presented. No senator shall be permitted to ask each candidate more than two (2) questions. The Chairperson shall allow two pro-debate speakers 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.

**9.06 In the event that senate legislation which requires a simple majority vote (50% + 1) to pass, passes with less than a two-thirds (2/3) majority vote, the Senate President shall have the authority to appoint a willing senator, within 24 hours of the senate meeting, who voted in the majority to write the majority opinion and a willing senator who voted in the minority to write the minority opinion. Each opinion shall be published on the SGA website and shall not exceed five hundred words. No senator shall be assigned to write more than one opinion per senate meeting. All opinions must be written within two calendar days after being assigned.**

# **The 66th Student Senate**

Resolution

**35**

Sponsors: Senators Baughman and Collins

**Whereas:** The current edition of the SGA Rules of Procedures is currently out of date, and;

**Whereas:** In order to keep Rules of Procedures current massive revisions need to be employed, and;

**Whereas:** The proposed revisions will remove language that is no longer pertinent to current statutes and;

**Be it further resolved that:** SGA Rules of Procedure be changed to the proposed language as stated below.

May 14, 2013

THE SIXTY FIFTH STUDENT SENATE  
RULES OF PROCEDURE

RULE Election and removal of Senate President and Senate ONE  
President Pro Tempore

1.00 Lindsay is queen of Senate forever.

1.01 The first meeting of the regular session of the Student Senate shall be designated the "Organizational Meeting" of the Senate. At that time, the existing Rules of Procedure from the previous Senate shall be adopted in order to conduct business. The Student Body Vice President shall be designated the temporary presiding officer of the organizational meeting.

.1.02 Following inauguration and installation of the new Student Senate, in the Fall semester, the Student Body Vice President shall convene and call to order the organizational meeting of the Senate for the purpose of electing a Senate President. In case the Student Body Vice-President is unable to chair the meeting, the Senate may vote to waive the rules by a 2/3 majority. Upon election, the Senate President shall immediately assume the chair and proceed with the election of the Senate President Pro Tempore. The Senate President Pro Tempore shall assume office immediately



upon election.

.1.03 The Senate President and Senate President Pro Tempore shall be elected from among the membership of the Senate. Election shall be by secret ballot and shall require a majority vote in order to elect a candidate. If no candidate receives a majority, a runoff election must be held until one candidate receives a majority. At least three-fourths of the Senate membership must be present for the election of the Senate President and Senate President Pro Tempore to occur.

.1.04 The Student Body Vice President, acting as temporary chairperson, shall have the right to cast a vote for election of the Senate President in such cases where his/her vote would be decisive. The Senate President shall have the right to cast a vote for election of the Senate President Pro Tempore in such cases where his/her vote would be decisive.

.1.05 Nominations for Senate President and Senate President Pro Tempore shall be taken from the floor and shall require a second. Each candidate shall be allowed, in alphabetical order, to address the Senate for no more than five(5) minutes. The Chairperson shall allow two pro-debate speakers 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.

.1.06 Upon election, the Senate President and Pro Tempore are to continue in office until their successors are chosen and qualified or until the expiration of their term, whichever shall first occur. The Senate President and Senate President Pro Tempore shall take the oath prescribed for Student Body Officers in the Statutes before assuming their Senate offices. This oath shall be administered by the presiding officer at the time of their election.

.1.07 In the event of permanent vacancy in the office of Senate President, by reason of resignation, impeachment, succession to higher office, or any other reason, the President Pro Tempore, at the next scheduled Senate meeting, shall assume the chair and immediately call for election of a new Senate President. If the current Senate President Pro Tempore is nominated for the office of Senate President, the Vice President of the Student Body shall immediately assume the chair for the purpose of conducting the election. The

President Pro-Tempore shall reserve the right to retain their position as President Pro Tempore.

.1.08 In the event that the positions of Senate President and Senate President Pro Tempore shall become vacant simultaneously, the following shall be the order of succession: Chairperson of Judiciary, Chairperson of Internal Affairs, Chairperson of Budget, Chairperson of Finance, Chairperson of Student Affairs. Any person in this line of succession who shall become acting 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 Senate President. If the committee chairperson acting as Senate President is nominated for the office of Senate President, then the Vice President of the Student Body shall immediately assume the chair for the purpose of conducting the election. The newly elected Senate President shall then preside over the election of the Senate President Pro Tempore.

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

.2.01 The Senate President shall be the presiding officer of the Student Senate except when he/she chooses to temporarily relinquish the chair. In such cases, the president

shall have the authority to appoint any senator to assume the chair temporarily, and preside over the Senate.

.2.02 The Senate 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 he/she has relinquished the chair to debate, shall not resume the chair until the question before the body has been resolved.

.2.03 When not holding the chair or presiding over the Senate, the President shall retain all the rights, privileges and responsibilities of any other Senator.

.2.04 The 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.

.2.05 The President shall have the authority to appoint the members of all Senate committees.

.2.06 The 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 chairperson and committee members.

.2.07 The President shall have the authority to appoint, subject to Senate confirmation, the Senate Parliamentarian, Senate Clerk

and Sergeant-at-Arms.

.2.08 The Senate President shall within eight (8) school Days sign all acts, resolutions, writs, warrants, subpoenas, authorizations for payment or other such documents which shall require the signature of the President. The President shall decide all questions 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.

.2.09 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 Senate President so to inform the Senate of such occurrence. This provision is not to restrict the recording of Senate, but a sign of courtesy to inform the Senate that their likeness or voice will be recorded by an individual or group.

.2.10 The Senate President shall appoint a liaison to the Faculty Senate. This liaison

shall provide a report of the Faculty Senate meeting to the Senate.

2.11 The Senate President shall create a Facebook or other social media page for communication. ~~This page can serve as a substitute to a Blackboard bulletin board.~~ The Senate Facebook Page must be kept on the lowest privacy levels and must be open for all to read. The Senate President shall be the Administrator of this page.

2.12 The Senate President shall have the authority to assign Senators to serve as liaisons to campus entities. Every Senator shall have at least one (1) liaisonship assigned to them.

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

.3.01 In the event of the Senate President's absence or temporary vacancy, and if the Senate President does not make an appointment as stated in Rule 2.01, ~~omission to make an appointment as stated in Rule~~

~~2.01,~~ the President Pro Tempore shall act as President during the President's absence for the duration of the absence.

~~.3.02 In the event of permanent vacancy in the office of Senate President, by reason of death, resignation, impeachment, succession to higher office, or any other reason, the~~

~~President Pro Tempore, at the next scheduled Senate meeting, shall assume the chair and immediately call for election of a new Senate President.~~

.3.02 The Senate President Pro Tempore shall administer the oath of office to all persons confirmed by Senate. In the absence of the President Pro Tempore this duty shall be vested in the officer presiding over the Senate at the time of confirmation.

.3.03 The Senate President Pro Tempore shall be the Chairperson of the Senate Rules and Calendar Committee.

#### RULE SECRETARY FOUR

4.01 The Senate Program Assistant shall be the official secretary of the Student Senate.

#### RULE Parliamentarian; Page; Sergeant at Arms FIVE

.5.01 The Parliamentarian shall advise the Senate on matters of parliamentary procedure or pertinent law. The Parliamentarian shall also perform any other duties that the Senate President shall determine to be

necessary. ~~for these purposes.~~

.5.02 The Sergeant-at-Arms shall maintain order in the Senate Chambers under the direction of the Senate President or other presiding officer(s). The Sergeant-at-Arms shall strictly enforce the rules relating to conduct within the Senate Chambers. The Sergeant-at-Arms shall assist the Senate Program Assistant in ~~the distribution and maintenance of Senate notebooks and in~~ other matters that the Senate President shall determine to be necessary.

.5.03 The Sergeant-at-Arms, Parliamentarian, and Clerk shall be under the direct supervision of the Senate President.

.5.04 The Senate Page shall be responsible for distributing legislation, ballots, messages and other literature to Senators within the Chambers. The Page shall also perform any other duties that the Senate President shall determine to be necessary. ~~for these purposes.~~

## RULE Committees

### SIX

#### 6.01 Committee Appointments



The Senate President shall appoint all committees of the Student Senate. The Senate body may request the Senate President to reconsider committee assignments by a three fourths (3/4) vote of the Senate. The Senate President shall serve as an ex-officio member of all Senate committees.

a. The Senate President shall serve as an exofficio member of the Senate Budget Committee.

b. The Senate Pro Tempore shall serve as an ex-officio voting member of the Senate Budget Committee.

c. Ex-officio members shall not be considered for the purpose of determining quorum, unless they have been granted the right to vote by the chair of the committee.

d. In the case that ex-officio members are granted the right to vote, then their presence will be considered for the purpose of determining quorum.

.6.02 Standing Committees shall consist of no less than five (5) voting members.

.6.03 The Senate President may appoint a maximum of two (2) non-senators to each Senate

committee as non-voting members. Non-voting members shall not be considered for the purpose of determining quorum.

#### 6.04 Standing Committee Chairs

The chairperson of a standing committee shall be a voting member of the committee. However, he/she shall only vote when his/her vote is decisive in breaking a tie, in accordance with Robert's Rules of Order. He/she shall set the calendar, and he/she shall preside and keep order and decorum of the meetings. The chairperson of a standing committee shall have served six (6) weeks in Senate prior to assuming the chair. This rule may be waived by a two thirds (2/3) vote of the committee that shall occur when the Senator is nominated to run for chair.

6.05 The chairperson of a standing committee shall review and sign all committee reports and shall present them to the Senate. The chairperson shall sign such other documents as may be required. In addition, the Chairperson shall also compile a committee notebook which they will present to the Senate President at the end of their said term. This notebook shall serve as a guide for the subsequent chair and should contain a list of instructions, copy of meetings times and agendas, and any other pertinent

information.

.6.06 The chairperson 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 Program Assistant and the Senate President by phone and/or e-mail. ~~phone and electronic mail.~~

.6.07 The chairperson of a standing committee is authorized to invite any individual to appear before the committee for the purpose of submitting information.

.6.08 If the Chairperson wishes to debate a motion he/she will do so in accordance with Robert Rules of Order.

.6.09 The Chairperson shall not vote unless to break a tie.

.6.10 **Standing Committee Vice Chairs** In the event of the absence of the chairperson from any standing committee meeting, the vice chairperson shall assume the duties of the chairperson, the chairperson shall receive one (1) full absence.

.6.11 The vice chairperson 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 same to the Senate Program Assistant. The vice chairperson shall also keep an active contact list of all committee members.

.6.12 The vice chairperson of each committee shall submit a committee report to the Rules and Calendar Committee and Senate Program Assistant by the next regularly scheduled Senate meeting.

**.6.13 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. As pursuant to Robert's Rules of Order, ex-officio voting members shall count towards quorum ~~as well~~, but not against. However, other non-voting members shall not be counted for the purpose of obtaining quorum. Committees shall be allowed to create their own rules to cover any event which is not expressed in these rules of procedure as long as these rules do not violate any rules in these Rules of Procedure or SGA Statutes. The Committee Chairman shall be responsible for the safekeeping of such rules. Committee rules and procedure must pass by a simple majority vote.

**.6.14 Committee Referral** The Senate President shall refer all bills and constitutional amendments to the appropriate standing committee for consideration and action, and the Senate President may refer any resolution to committee or directly to the calendar for second reading. In the occurrence of a bill being referred to multiple committees, the committee assignments shall be considered a sequential order. The bill must be passed in sequence by all the relevant committees 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. ~~At the time of referral the primary sponsor of the legislation may move that it be transferred to the consent agenda following committee approval and with the committee's consent if it satisfies each of the following provisions:~~

a. ~~The bill is either a transfer or revision bill falling under the Finance Committee and the bill is for an amount equal to or less than \$500.00.~~

.6.15 During Second Reading, the President or other presiding officer shall call for any ~~Senator wishing to remove an item~~ from the Consent Agenda. If any Senator wishes to remove an item from the agenda, that bill will immediately be moved to Second Reading and follow standard procedure.

.6.16 Items not requested to be removed from the Consent Agenda will be considered to have passed by acclamation after a ~~final~~ call for ~~requests~~ objections is given by the President or other presiding officer.

.6.17 Should a Senator desire a measure referred to a particular committee, the Senator shall so move. The motion must be passed by a majority vote of the Senate. This provision shall not be interpreted as limiting the Senate President's discretion to refer any measure to any other committees.

#### **6.18 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. ~~Notice of all committee meetings shall be posted on the Senate bulletin board and~~ 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.

The decisions of both Fund Distribution Committees shall be compiled into a resolution by each committee's chair ~~Senate liaison or designee~~ Chair.

weekly and placed on the Consent Calendar upon passage by the Budget Committee. The resolutions shall only be debated upon objection, in which case the ~~liaison for designee will be eligible for an opening statement followed by three (3) rounds of pro and con debate.~~ chair shall act as the resolution's sponsor. An amendment may be proposed to the resolution at any time, but only passed upon a two-thirds vote.

.6.19 The date, time and location of any and all committee meetings shall be determined by the chairperson or acting chairperson of the committee. Standing committees shall meet at least once weekly unless otherwise determined by the Senate President.

.6.20 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 ~~shall~~ waives the committee 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. Committee meetings shall be held in an on-campus location at the discretion of the committee.

.6.21 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.

.6.22 **Committee Reports** Each committee shall file written reports. Reports of a committee meeting/activity shall include:

- a. Member attendance list.
- b. Amendments to measures before the committee and votes on those amendments.
- c. Final votes on measures.
- d. Pertinent discussion the committee feels should be brought to the attention of the Senate.
- e. The signature of the committee chairperson.
- f. The date and time of the meeting and the date and time of the next meeting.
- g. Any accompanying documents

.Committee reports must be filed with the Senate Program Assistant ~~prior to the next Senate meeting~~ no later than noon of the day of the next Senate meeting.

.6.23 It shall be the responsibility of each committee to report back to the Senate on all measures referred to the committee.



.6.24 The chairperson of a committee or his/her designee shall present the ~~majority~~ committee report on the Senate floor. Any member of a committee may also give an additional ~~minority~~ report on the committee's actions.

.6.25 **Ad Hoc and Subcommittees** The Senate President shall have the power to create ad hoc committees and appoint their members and chairpersons. Non-Senators may participate as voting members of ad hoc committees. Under no circumstances shall an ad hoc committee prevent any measure from reaching the floor of the full Senate.

.6.26 The Senate President may establish subcommittees of standing committees and shall appoint their members and chairpersons. The Senate President shall consult with the chairperson of the parent committee regarding appointment of subcommittees.

.6.27 The Sweepings and Central Reserves Committees shall be special temporary standing committees and defined in and subject to the limitations of Chapters 411 and 412 of the Student Body Statutes. These committees shall not be considered standing committees for the purpose of Rule 8.01 A.

.6.28 **Procedures for Vacancies:** In the event of permanent or temporary vacancies in the position of Chair or Vice Chair by reason of resignation, impeachment, succession to

higher office, summer leave, or for any other reason, the committee shall be enabled to conduct special elections for purposes of replacement.

.6.29 In the event of permanent vacancy in the office of Chair, the Vice Chair shall assume all the duties of the Chair and shall immediately call for election of a new Chair at the next scheduled committee meeting.

.6.30 In the event of permanent vacancy in the office of Vice Chair, the Chair shall immediately call for election of a new Vice Chair at the scheduled committee meeting.

.6.31 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 senior committee member who has served the longest term in the Senate 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.

.6.32 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.

**RULE Standing Committees: Duties and Responsibilities**

**SEVEN**

**7.01 The Senate Budget Committee shall:**

- A. Debate, amend, reject, or recommend passage of the annual A&S Fee Budget.
- B. To review the annual A&S Fee process and inform the Senate as to any relevant action.
- C. Conduct other hearings and undertake such other business as the Senate may determine.
- D. Conduct annual budget workshops during the spring semester for A&S Fee Recipients funded through the Senate Budget Committee. The workshop will serve as an informational session for all funded recipients so they can better understand the budget process.
- E. The Budget Committee shall, in conjunction with the Senate Finance Committee, schedule reviews of all entities directly receiving Activity and Service Fees funds through the Budget committee. The Chairs of the Finance and Budget Committees shall co-chair these reviews.
- F. The Budget Committee is required to meet on Wednesdays before Senate, except when no business is present.

**7.02 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. Debate, amend, reject or recommend the passage of budget revisions.

D. Debate, amend, reject or recommend for passage of any allocations.

E. Shall conduct reviews and provide legislative oversight for all A&S fee recipients and expenditures as deemed necessary by the Senate President in consultation with the committee chairman.

F. Review the Funding Boards and inform the Senate of any relevant actions.

G. Conduct reviews with the budget committee as stipulated in Rules 7.01E.

H. Conduct other business and undertake such other business as the Senate may determine.

**. 7.03 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.

1. The committee shall ~~review~~ ensure the entire SGA Constitution and Statutes are reviewed and checked for any needed updates or changes. This shall occur at least once a year. The Chairperson of the Committee shall be entitled to host a "Statute Review Week" if so desired.

C. Approve or disapprove appointments or nominations to the Student Government Supreme Court, University Defender's Office and General Counsel's Office, pending the approval of the full Senate.

D. Review, consider, and if necessary, initiate impeachment proceedings against ~~all~~ any officers of the Student Body, as mandated in the Student Body Constitution and Statutes.

E. Conduct other hearings and undertake such other business as the Senate may determine.

**. 7.04 The Senate Internal Affairs Committee shall:**

A. Conduct thorough interviews and hearings for all nominations to offices in Student Government by the Student Body President, not including those approved by any other Senate Committee. The Senate shall confirm or deny all nominees for appointment approved by the Senate Internal Affairs Committee.

B. The Senate Internal Affairs Committee shall determine what format Student Government applications will take. Once a format has been originally selected, the Internal Affairs Committee may propose any changes it deems necessary, which must pass the committee as well as the Senate by a two-thirds (2/3)

vote in order to be formally adopted. Any format or changes to the form shall be in compliance with Chapter 202.11 of the Student Body Statutes. ~~Should the Senate President desire approval or disapproval from the full Senate on a candidate, he/she must notify the Internal Affairs Committee within three days of receiving that candidate's application or forwarding papers.~~

C. Bureaus shall be annually reviewed by the Internal Affairs Committee, which shall recommend to Senate if a Bureau shall continue to exist or not in compliance with Chapter 900.7, of the Student Body Statutes. The Finance and Budget Committees shall be consulted as to fiscal matters in the Bureau reviews

D. Members of the committee must be present for the interview, in its entirety, to be allowed to vote.

**7.05 The Senate Student Affairs Committee shall:**

A. Review organizations funded by Student Government to determine their compliance with the Student Body Statutes and policy.

B. Review issues pertaining to student body and inform the Senate as to any pertinent action.

C. Shall conduct forums for students to express their concerns. The committee may work with the Executive Branch town halls

series.

D. Oversee and develop new services and projects for the Student Body.

E. Conduct other hearings, investigations, and undertake such other business as the Senate shall determine.

F. The Student Affairs Committee shall create and maintain a Master Senate Calendar, with the dates, times and locations of major campus events, as submitted by any student organization, agency, bureau or other student program, to be distributed to all Senators with their weekly agenda. With this Calendar, the committee will assign representatives of the Senate to attend these events to show support and to give a report to the entire Senate body during the closing announcements portion of the Senate each week. It is the responsibility of the Student Affairs Chairman to input the information received into the SGA Master Calendar.

G. Shall be responsible for maintaining the Senate table at the Union on every Market Wednesday.

**RULE The Rules and Calendar Committee Shall:**

**EIGHT**

**8.01**

A. Be composed of the Senate President, Senate President Pro Tempore, and the chairpersons of

each of the standing committees, including the chairs of the two funding boards. The Senate President Pro Tempore shall serve as chairperson of the committee.

B.

Review and suspend Senators for excessive absences as provided for in sections 13 and 14 of these Rules.

C. Debate, amend, reject, or recommend passage of any amendments to the Senate Rules of Procedure.

D. Approve or disapprove of the nominations of appointed Senators, pending the approval of the full Senate.

~~E. Review, consider, and if appropriate, write and debate resolutions of censure against members of the Senate, pending approval of two-thirds (2/3) of the full Senate.~~

E. Facilitate communication between the officers of the Senate.

F. Set the Calendar for the Senate.

G. The committee shall meet bi-weekly at a minimum unless waived by the Senate President.

H. Vice-Chairs shall attend the Rules and Calendar meetings, but only the Chairs shall have voting rights with the presiding officer only voting to break ties.

I. The committee shall ensure that a contact of list of all Senators is made and distributed to Senators.



J. Oversee the SGA website in regard to Senate matters such as bill or list of Senators postings as well as the Senate Facebook page or other social media sites.

.RULE Senate Rules of Order

## NINE

.9.01 The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Senate in all cases to which they are applicable and not inconsistent with the Student Body Constitution, Statutes, or these Senate Rules.

.9.02 The Senate President, or other presiding officer, shall declare all votes. However, if any Senator rises to contest a vote, upon the request of any five Senators, the Senate President or other presiding officer shall determine the vote by iClicker, hand Count, or roll call.

Comment [1]:

.9.03 In cases of roll call votes, the Senate Program Assistant shall call the roll of the Senate, in alphabetical order, recording the vote of each Senator. The Senate President's, or other presiding officer's, name shall be called last, and only when his/her vote will be decisive. When the vote has been completely recorded,

the Senate President, or other presiding officer, shall announce the result to the Senate.

.9.04 Before the result of a roll call vote has been announced, a Senator may advise the Senate Program Assistant of his/her wish to be added to the vote or to change his/her vote.

.9.05 In no case shall a Senator cast a vote for another Senator who is absent from the chambers or committee meeting. No person who is not a Senator shall vote in place of a Senator. No proxy voting shall be allowed under any circumstances. Violations of this provision shall be punished as the Senate shall deem proper.

.9.06 A Senator shall be permitted to enter into the record a written explanation of not more than two hundred words for any vote or action he/she may take.

.9.07 Senators present in the Chambers during a roll call vote may vote for or against the matter in question, or abstain from the vote. Abstentions and/or blanks shall not be counted in determining the outcome of the vote.

Comment [2]:

.9.08 Any Senator may appoint one or more Legislative Aides to assist them in the performance of their duties as a Senator. Legislative Aides shall serve at the sole discretion of their appointing Senator, can only be dismissed by their appointing Senator, and may not vote in the Senate or attend official meetings in the place of their appointing Senator. Legislative Aides shall be sworn in by the Senate Pro Tempore but shall not require a vote of Senate confirmation |

Comment [3]:

### RULE Senate Business

#### TEN

.10.01 When in session, the Senate shall meet weekly on Wednesday. The meeting shall be called to order at 7:30 p.m.

.10.02 All regularly scheduled meetings of the Student Senate shall be publicly posted or advertised in the Student Government Page of a local newspaper or advertised in the Florida State University campus newspaper website

Comment [4]:

Comment [5]:

The Senate meeting shall also be announced via E-mail, posted on the SGA website, and on other SGA pages such as the Senate Facebook page. Any such advertisement shall include the time and place of the Senate meeting. This section shall be administered by the Senate President or his/her designee.

### 10.03 Special Sessions

The President of the Senate shall be empowered to call a special session of the Senate if requested by a majority vote of the Senate. All Senators shall be notified of this special session by the Senate Program Assistant at least 24 hours prior to the special session being held, and shall follow the calendar as listed in Section 10.04

Comment [6]:

- ~~.a) Call to Order~~
- ~~.b) Pledge of Allegiance~~
- ~~.c) Moment of Silent Reflection~~
- ~~.d) Roll Call~~
- ~~.e) Verification of Quorum~~
- ~~.f) Correction and Approval of the Journal~~
- ~~.g) Student Comments~~
- ~~.h) Special Introductions and Announcements~~
- ~~.i) Messages from the Executive Branch~~
- ~~.j) Messages from Executive Agencies, Bureaus and Affiliated Projects Directors, and SGA Organization Officers and Employees~~
- ~~.k) Messages from the Class Councils~~

~~. l) Messages from the Congress  
of Graduate Students~~

·

~~. m) Messages from the Judicial  
Branch~~

·

~~. n) Messages from the Union  
Board~~

·

~~. o) Report of the SGA  
Accounting Office~~

·

~~. p) Report of Committees and  
Senate Confirmations~~

·

~~. q) First Reading — Bills, Constitutional  
Amendments and Resolutions~~

~~. r) Notice of Introduction and  
Referral of Measures~~

·

~~. s) Consent Calendar~~

·

~~. t) Second Reading — Bills and  
Constitutional Amendments~~

~~. u) Unfinished Business~~

·

~~. v) New Business~~

·

~~. w) Closing Announcements~~

·

~~. x) Final Roll Call and  
Adjournment~~

10.04

The Calendar shall govern the order of consideration of measures by the Student Senate. Shall be as follows

Comment [7]:

- .a) Call to Order
- .b) Pledge of Allegiance
- .c) Moment of Silent Reflection
- .d) Roll Call
- .e) Verification of Quorum
- .f) Correction and Approval of the Journal
- .g) Student Comments
- . h) Special Introductions and Announcements

. i) Messages from the Executive Branch

. j) Messages from Executive Agencies, Bureaus and Affiliated Projects Directors, and SGA Organization Officers and Employees

Comment [8]:

Comment [9]:

k) Messages from the Executive Cabinet

!

Comment [10]:

. l\*) Messages from the Class Councils

. m±) Messages from the Congress of Graduate Students

.  
.  
. nm) Messages from the Judicial  
Branch

.  
.  
. on) Messages from the Union  
Board

.  
.  
. pe) Report of the SGA  
Accounting Office

.  
.  
. qp) Report of Committees and  
~~Senate Confirmations~~

—r) Senate Confirmations

—s) Consent Calendar

.  
.  
. qt) First Reading - Bills, Constitutional  
Amendments and Resolutions

.  
.  
~~. r) Notice of Introduction and  
Referral of Measures~~

.  
.  
~~. s) Consent Calendar~~

.  
.  
. tu) Second Reading - Bills and  
Constitutional Amendments

.  
.  
. uv) Unfinished Business

.  
.  
. wv) New Business

.  
.  
. wx) Closing Announcements

. \*y) Final Roll Call and  
Adjournment

.10.05 The Calendar cannot be changed on the  
Senate floor of a Senate meeting without  
a two-thirds vote to unlock the Calendar.

~~.10.06 The Calendar must be accepted by two-thirds  
vote of the Senate.~~

.10.076 Any bill or constitutional amendment,  
to be included on the calendar of a  
Senate meeting, must be filed in the  
Office of the Senate President no later  
than noon on the day before the said  
meeting of the Senate. Any bill or  
constitutional amendment that is  
introduced for First Reading or tag-on  
(compound motion) for immediate  
consideration on the Senate floor must be  
accompanied with adequate copies for  
current Senate body membership.

.10.08 Any resolution, to be included on the  
calendar of a Senate meeting, must be  
filed in the Office of the Senate  
President no later than 4:00 p.m. on the  
day before the said meeting of the  
Senate.



.10.09 The Senate Program Assistant shall publish the calendar.

. 10.10 The Senate Program Assistant shall record the Journal of the official proceedings of the Senate.

.10.11 The Senate Program Assistant shall publish the Senate Journal each week no later than **twenty-four hours** prior to a regular session of the Senate. Journal entries shall include, but not be limited to:

. a) Hours of convening and adjournment.

. b) A List of Senators present and absent for first roll call.

. c) Name of presiding officer(s).

. d) Messages from the Executive Branch.

. e) A description of all measures introduced and date of entry.

. f) Messages of the Senate President and names of all guests introduced.

. g) A summary of all  
committee reports.

. h) Engrossing, enrolling, and  
transmittal of all bills  
and constitutional amendments.

. 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, ordered by  
the Senate or determined  
necessary to report the  
proceedings of the  
Senate.

. k) All roll call votes.

. l) A list of Senators present and absent  
for the final roll call.

.10.12 A copy of each bill and/or resolution  
shall be provided to each Senator prior  
to and available at each meeting at which  
it will be considered.

.10.13 Reports and other presentations to

Senate may not take longer than five (5) minutes, unless Senate agrees to waive this provision by a two-thirds (2/3) vote for that report or presentation. This rule may also be waived by the Presiding Officer.

.10.14 Any student wishing to speak during the Student Comments section of the agenda will fill out a "Request to Speak" card, providing their names and subject matter.

#### **RULE Introduction of Measures and Motions**

#### **ELEVEN**

.11.01 A "Constitutional Amendment" shall be any measure proposing a change, deletion or addition to the Student Body Constitution.

.11.02 A "Bill" shall be any measure proposing an amendment to the Student Body Statutes or any measure appropriating money.

.11.03 "Resolutions" shall be any substantive measure which is not a bill, or constitutional amendment.

.11.04 A "Nomination" shall be the name of any person who has been named to candidacy to fill a vacant position in Student Government that requires confirmation by the Senate.

.11.05 "Confirmation" shall be defined as the approval of a nominee by the Senate, in

which case the nominee shall then immediately assume office.

.11.06 A Senator shall file all bills, constitutional amendments or resolutions for consideration by the Senate in accordance with **Sections 10.08 and 10.09** of these Senate Rules.

.11.07 Any bill or resolution filed on time shall be drawn up by the Senate Program Assistant and distributed to members of the Senate **via e-mail and/or packets distributed to senate**.

Comment [11]:

.11.08 Any bills affecting Student Government funds which are restrictive shall state all restrictions, earmarks, stipulations and provisions as part of the body of the bill.

.11.197 Any amendment to a measure must be submitted to the Senate Program Assistant in written form and must contain the number or title of the measure to be amended, the exact language of the proposed amendment including that which shall be inserted, deleted, and/or substituted.

.11.2018 The Senate may, at any time following the proper motion of the Senate President, Senate President Pro Tempore, standing committee chairperson or vice

chairperson, move to committee caucus for the purpose of expediting the consideration of any measure. A motion to move to committee caucus for fifteen(15)minutes or less shall require a majority vote of the Senate. A motion to move to committee caucus for more than fifteen minutes shall require a **two-thirds** vote of the Senate. The Senate President, or other presiding officer, shall reconvene the Senate at the end of the allocated caucus time.

**.11.219** Any Senator may, at any time, move to meet as a committee of the whole for the purpose of discussing informally any Senate business. A motion to convene as a committee of the whole 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.

**.11.220** The Senate President, or other presiding officer, shall preside over any meeting of a committee of the whole.

~~**.11.23** All amendments to bills 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. Such amendments shall require the normal majority vote of the Senate to become part of the main bill. All amendments must be written and submitted to the Senate Program Assistant.~~

#### **RULE Decorum and Debate on the Floor of the Senate TWELVE**

12.01 No person who is not a Student Senator or a Senate officer shall be recognized to speak before the Senate unless ~~the Senate votes by majority~~ a motion is made and seconded to allow such a speaker. Senators may object to the motion in which a case a majority vote will be necessary to allow such a speaker.

.12.02 Only Student Senators and Senate officers shall be allowed on the floor of the Student Senate while the Senate is meeting, except for the SGA Advisor and the Senate Program Assistant.

.12.03 The Student Government Advisor, Senate Program Assistant and ~~SGA Business Manager~~ shall be allowed to speak during debate, other Rules of Procedure notwithstanding, in order to provide information or advice (only) to Senators.

.12.04 Rules 12.01 and 12.02 shall not apply to individuals invited to address the Student Senate whose name or purpose of address appears on the Senate Calendar.

.12.05 A Senator who wishes to gain the floor shall raise his/her hand and wait for

recognition by the Senate President, or other presiding officer.

.12.06 Any Senator recognized by the Senate President, or other presiding officer, shall rise to address the Senate.

.12.07 No Senator shall speak a second time unless all other Senators wishing recognition for the same side of debate (pro/con) have had an opportunity to address the Senate. No Senator shall speak more than twice, unless recognized by the Presiding Officer at his/her discretion.

.12.08 A Senator who ~~moves a measure~~ sponsors a bill shall have the option of both opening debate and closing debate. Opening and closing debate shall be limited to five minutes. ~~Closing debate shall be limited to two minutes.~~

.12.09 The ~~mover of a measure~~ sponsor of a bill shall have the option of closing debate in all cases including when a motion passes to cease debate. In such cases, the ~~mover~~ sponsor of the ~~measure~~ bill shall have closing debate after the vote to call the question and prior to the putting of the question to the body.

.12.10 Each round of debate other than closing and opening shall be limited to three (3) minutes. Points of information, clarification, parliamentary procedure, personal privilege, or any other motions of inquiry, order, or any secondary motion shall not count against time.

.12.11 Any Senator may yield his/her remaining

time to any other Senator except on closing debate. By sitting down after speaking, the Senate waives the remaining debate time.

.12.12 The remaining time on any side of debate (pro/con) on a main or secondary motion shall be returned to that side of debate upon completion of any amendment considered unfriendly by the primary sponsor or the completion of any motion and continue to the next side of debate.

.12.13 The Senate President, or other presiding officer, may reduce debate time limits for speakers and/or limit debate on the entire question, whenever necessary. Such a decision of the chair may be overturned by a majority vote of the Senate.

.12.14 Use of the Senate Chambers shall be reserved solely for the work and duties of the Student Senate, unless otherwise designated by the Senate

President. **CHAPTERS 12.15 THROUGH 12.70 SHALL BE ENTITLED THE STUDENT SENATE CONDUCT CODE.**

.12.15 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.

.12.16 No use of tobacco products shall be allowed in the Senate Chambers.

.12.17 All individuals shall refrain from



creating disturbances, especially loud conversation and noise, during official Senate proceedings.

.12.18 All individuals shall wear appropriate business and or business casual attire for public meetings while in the Senate chambers. Hats, jeans, and shorts will not be tolerated. 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 Senate President.

.12.19 No apparel shall be worn within the Senate chambers which substantially disrupts any official Senate proceeding.

.12.20 The Senate President shall ensure that no active student political party is advertised in the Senate Chambers. Such advertising shall consist of, but not limited to, t-shirts, stickers and buttons that advertise party names. No International or US 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 he/she or another person is running for office.

.12.21 Every member shall be within the Senate Chamber during its sittings unless excused or necessarily prevented, and shall vote on each questions put, except that no member

shall be permitted to vote on any question immediately concerning his private rights as distinct from the public interest.

.12.22 No member or any person shall take possession of an original bill with the intention of depriving the Senate of its availability for consideration. The responsibility for the safe-keeping of original bills shall vest in the Senate Program Assistant.

.12.23 Senate office is a trust to be performed with integrity in the public interest. By personal example and by admonition to colleagues whose behavior may threaten the honor of the Senate, he shall watchfully guard the responsibility of his office and the responsibilities and duties placed on him by the Senate.

.12.24 A member shall respect and comply with the law and shall conduct himself at all times in a manner that promotes public confidence in the integrity and independence of the Senate. Each member shall conduct himself at all times in a manner that promotes a professional environment in the Senate, free from discrimination.

.12.25 A member of the Senate shall accept nothing which reasonably may be construed to improperly influence his official act, decision or vote.

.12.26 A member shall scrupulously comply with

the requirements of all laws related to the ethics of public officers.

### **Rule Consideration of Vetoed Bills**

#### **Thirteen**

.13.01 Vetoed bills that have been returned to the Senate by the Student Body President shall be recognized and considered in the New Business category of the Calendar.

.13.02 The Chair shall entertain a motion to override the veto or to reconsider the veto. If no motion is made or the motion fails the veto is automatically sustained. The original sponsor of the bill shall be permitted to address the Senate for three (3) minutes on why the veto should be overridden or reconsidered, if he or she so chooses.

.13.03 A motion to override and reconsider shall not be considered a compound motion, however, it will require a two-thirds majority in the affirmative.

.13.04 If the vetoed bill is amended in the course of reconsideration, it shall be considered ~~new legislation~~ to be one second reading and adhere to the Student Body Statutes 402.2 E.

.13.05 If the veto is upheld, that bill cannot be resubmitted in identical form, for the remainder of that respective Senate.

.13.06 All other issues arising from the reconsideration of a vetoed bill shall follow the laws as stipulated in Robert's

Rules of Order.

**RULE Senate Attendance**

**FOURTEEN**

.14.01 Each and every Senator and Senate Officer must attend all Student Senate meetings and all meetings of the standing and subcommittees on which he/she serves.

.14.02 An attendance roll call shall be conducted at the beginning and end of all Senate Sessions and at each standing, ad hoc committee and subcommittee meeting.

.14.03 Failure to attend any Senate meeting shall constitute **one full** absence.

.14.04 Failure to attend standing committee, ad hoc committee or subcommittee meetings, or a substantial portion thereof, as determined by the committee chairperson, will constitute **onefull** absence.

.14.05 Meetings other than the regularly scheduled Senate sessions may, upon the concurrence of President and President Pro Tempore, be considered mandatory absence at which will constitute **one-full** absence. The Senate may overturn this provision at any time before or after such an event by a two-thirds vote.

.14.06 Absence from any Senate meeting attendance roll call will constitute as a tardy. A tardy will count as **one-half (1/2)** absence, except in the case where the roll call

missed is accepted as final roll call, in such instances it shall count as one full absence, provided that the Senator who is tardy does not check in with the Senate Program Assistant upon re-entry into the Senate Chambers.

.14.07 Any absence from a roll call called to verify quorum in Senate shall constitute **one-half** absence. In the event that quorum is not achieved and business must end, the quorum roll call shall be deemed to be the final roll call. Final roll call shall occur after final announcements except where final roll call occurred with a preceding bill. Before a quorum roll is called, the Senate President, or other presiding officer, shall allow a **three-minute recess** to allow Senators to return to the chambers.

.14.08 Under no circumstances shall any Senator receive more than one full absence during any one Senate meeting.

.14.09 The Rules and Calendar Committee shall determine if an absence of a Senator shall be deemed excused or unexcused.

.14.10 The Rules and Calendar Committee shall consider the following as an excused absence in accordance with university policy:

- .a) Documented illness.
- .b) Documented attendance of a class or class-related activity.

.c) Study session or studying for a documented exam on the day following the absence.

.14.11 The Rules and Calendar Committee may, by a **two-thirds (2/3)** vote, also consider the following as an excused absence:

.a) Travel associated with a student organization.

.b) Attendance of an event or meeting sponsored by a student organization.

.c) Undocumented illness.

.d) Any other reason as determined by the Rules and Calendar Committee.

.14.12 The Rules and Calendar Committee may require any reasonable documentation from a Senator prior to making any determination regarding the status of an absence.

.14.13 Any Senator absent from any Senate meeting, Senate attendance roll call, Senate quorum roll call, committee meeting, or subcommittee meeting shall be required to provide a written excuse to the chairperson of the committee to which the Senator is a member, within six(6) school days of the absence. Failure to submit a written excuse within this time period may result in the absence automatically being declared unexcused.

.14.14 Any Senator accumulating five (5) unexcused absences, in any one term shall be suspended from the Senate pending

impeachment proceedings.

.14.15 The Senate Rules and Calendar Committee shall suspend any Senator who has exceeded the allowable number of absences as set forth in these Rules.

.14.16 The Rules and Calendar Committee shall determine which Senators have been deemed suspended as a result of excessive absences. Suspended Senators shall not be considered in determining quorum, nor shall they be entitled to any rights or privileges of a Senator except those related to the due process of impeachment proceedings. Suspended Senators shall be forwarded to the Judiciary Committee. The Judiciary Committee shall contact the suspended Senator by phone message of the arranged impeachment proceedings.

.14.17 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 term, or any intervening election in which their seat is not up for consideration.

.14.18 **Leave of Absence** All Senators shall be permitted to take a leave of absence during the summer session by informing the Senate Program Assistant 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, although any Senator who has taken a leave of absence shall resume office at the beginning of the fall semester. Any Senators wishing to take a leave of absence at other times must first get the permission of the Rules and Calendar Committee before doing so.

#### **RULE Senators: Duties and Discipline**

#### **FIFTEEN**

.15.01 Each Senator is expected to carry out faithfully their Senatorial duties as set forth by the Student Body Constitution, Student Body Statutes, and these Rules of Procedure.

.15.02 The Chairperson of a standing committee shall be required to ~~post~~ give notice of all committee meetings at least 24 hours prior to the Call to Order of said committee meeting. Failure to do so shall result in a **one-half** an unexcused absence against the Chairperson.

.15.03 The Chairperson of a Standing Committee shall be required to review and sign a committee report (submitted by the Vice Chairperson to the Senate Program Assistant and the Chairperson of the Rules and Calendar Committee). Failure to sign the report shall result in **one-half** an



unexcused absence against the Chairperson.

.15.04 The Vice Chairperson of a Standing Committee shall be required to submit to the Chairperson of the Rules and Calendar Committee and to the Program Assistant a committee report as outlined in ~~6.23~~ 6.22 of the Rules of Procedure by the next Senate meeting. Failure to do so shall result in **one-half** an unexcused absence against the Vice Chairperson.

.15.05 Failure to carry out other specific duties as provided for in the Student Body Constitution, Student Body Statutes and the Senate Rules of Procedure, may result in the passage ~~of a resolution~~ of censure against the Senator in question ~~by a two-thirds (2/3) vote of the Rules and Calendar Committee and the full Senate.~~

.15.06 Filing of Complaints

.The Chairman of the Rules and Calendar Committee shall receive and review allegations of improper conduct that may reflect upon the Senate, as well as violations of these Rules of Procedure.

. (1) Review of Complaints. The Chairman of the Rules and Calendar Committee shall review each complaint submitted to the Rules and Calendar Committee relating to the conduct of a member of the Senate.

. (2) Complaints

(a) A complaint submitted to the Chairman of the Rules and Calendar Committee shall be in writing and under oath, setting forth in simple, concise statements the following:

.(i) The name and legal address of the party filing the complaint.

.(ii) The name and position or title of the member or officer of the Senate alleged to be in violation of the Senate Rules of Procedure, or other statutorily established standards of conduct.

(iii) The nature of the alleged violation based upon the personal knowledge of the complainant, including, if possible, the specific section of the Senate Rules of Procedure or statute that was allegedly violated.

(iv) The facts alleged to have given rise to the violation.

(b) All documents in the possession of the complainant that are relevant to, and in support of, the allegations shall be attached to the complaint.

### (3) Processing of the Complaint and Preliminary Findings

.(a) Upon the filing of a complaint, the Chairman of the Rules and Calendar Committee shall notify the Senator against whom the complaint has been filed and give such person a copy of the complaint.

.(b) The Chairman of the Rules and Calendar Committee shall examine each complaint for

jurisdictional defect and for compliance with these Rules of Procedure.

. (c) Should the Chairman of the Rules and Calendar Committee determine that a complaint is jurisdictionally defective or does not comply with the Rules of Procedure, the complaint shall be dismissed and returned to the Complainant.

~~. (d) Should the Chairman of the Rules and Calendar Committee determine that the complaint is not jurisdictionally defective and is in compliance with these Rules of Procedure, he/she shall notify the respondent of the time and location of the next meeting of the Rules and Calendar Committee, where reprimand proceedings shall take place. The Chairman shall conduct these public proceedings in a fair and impartial manner at his or her discretion, and the committee shall vote at the conclusion of the meeting whether or not the respondent is guilty or not guilty. No respondent shall be judged guilty unless two thirds (2/3) of the committee so proclaims. Upon a verdict of guilty, the committee shall then decide on whether the respondent shall be orally reprimanded or formally censured by the Senate. Should any senator have two complaints deemed acceptable by the rules and calendar chair, they shall be formally censured~~

by the Senate. If the committee or the full Senate fails to obtain the required vote for censure, then the respondent shall be orally reprimanded by the committee Chairman at an appropriate time, to be determined by the Chairman.

(e) All ~~resolutions of censure~~ motion of censure shall require a two-thirds (2/3) vote of the Senate, ~~preceded by a two-thirds (2/3) vote of the Rules and Calendar Committee.~~ Any Senator may motion for censure of any other Senator at any time during a Senate or committee meeting, provided they have just cause deemed reasonable by the chair. Any Senator receiving two or more resolutions of censure in any one year shall be automatically suspended from the Senate and referred to the Senate Judiciary Committee for impeachment.

**15.087** Nothing in these Rules shall be construed as to prohibit the 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.

#### **RULE Amendments and Waiving the Rules. SIXTEEN**

.16.01 Temporary waiving of the Rules may be accomplished by a **two-thirds vote of the Student Senate.** A motion to waive the Rules is not debatable.

.16.02 These Rules may be permanently amended by a **two-thirds** vote of the Senate.

.16.03 Any amendment to these rules shall be

presented to the Senate in the form of a resolution.

.16.04 A resolution to amend the rules shall be sent to the Rules and Calendar Committee for consideration and report. In cases where the resolution to amend originated in the Rules and Calendar Committee, the resolution ~~nonetheless~~, shall be put on first reading for at least one week before consideration by the Senate.

# Statute Revision, Addition or Proposed Constitutional Amendment Form

Date: 4, 16, 14  
Senate Bill 37

Sponsor(s) Acosta  
\_\_\_\_\_  
\_\_\_\_\_



**Purpose & Description (Use back if more space is needed)**

A revision to Student Body Statutes  
Chapter 910.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved for First Reading \_\_\_\_\_  
\_\_\_\_\_

Statute Number	Strike	Statute Number	Insert
-------------------	--------	-------------------	--------

Senate Judiciary Chairperson  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

Senate Action  
Passed / Failed (Circle One)  
Date \_\_\_/\_\_\_/\_\_\_

## CHAPTER 910 OFFICE OF UNDERGRADUATE RESEARCH AND CREATIVITY

Revised by the 65th Senate Bill 8 and 87.

### 910.1 Creation and Purpose

#### A. Creation

This act shall create a bureau of the Student Government Association known as the Student Council for Undergraduate Research and Creativity (SCURC).

#### B. Purpose

1. SCURC shall implement and oversee the Florida State University Undergraduate Research Journal, The Owl, as a means to engage the student body and highlight student research.
2. SCURC shall strive to increase the number of students engaged in research projects at Florida State University.
3. SCURC shall serve as a central resource for undergraduate students to request funding for academic conferences at which they are a primary presenter.

### 910.2 Membership

Participation is open to students at the Florida State University. Approval by the current Board of Directors is required for membership. All students may participate in events hosted by SCURC, however, participation in a committee of SCURC requires approval by the respective committee.

#### 910.4 Committees

1. SCURC shall have no less than two committees, the Editorial Board and the Outreach Committee.

#### A. Powers and Duties

The Editorial Board shall:

1. Solicit undergraduate research manuscripts for publication in the Owl.

2. Select manuscripts and determine required editing.

3. Annually publish and promote The Owl.

The Outreach Committee shall:

1. Both solicit and respond to requests for outreach presentations promoting and explaining undergraduate research.

2. Provide one-on-one mentoring when possible, for students interested in pursuing undergraduate research.

3. Advertise the funding opportunity for presentations at academic conferences.

4. Review all undergraduate funding applications for conferences and grant approval upon qualification and availability of funds.

a. ~~Qualifications include: completed~~ applications must be turned in at least 12 business days before the conference with proof of acceptance to conference; ~~must~~ include FUSID and be registered as a FSU undergraduate student at time of the conference; must be a primary presenter; provide verification from department travel representative stating any financial support for the conference provided by the department.

b. Funding applications shall be distributed by reimbursement processes; all receipts must be turned in within 30 days of the conference.

The grant will be canceled if failure to do so.

c. Funding applications shall be available online. Applications shall adhere to the application instructions for guidance on submission.



d. Academic conference funding shall be divided into two periods per fiscal year.

e. Applicants shall be notified in a timely manner of their status of funding and will be recorded for the University's records, in order to promote Florida State University's academic accomplishments.

f. Paperwork must be completed as required by the FSU Travel Office and the SA&O Accounting

Office.