

Spring 1-1-1991

Senate Bill SB-91S-617 Bylaw Amendment to Article VI and Article VII

Student Government Association
University of North Florida

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University of North Florida



STUDENT GOVERNMENT ASSOCIATION SENATE LEGISLATION

Number SGA Bylaw Amendment 91S-617

- WHEREAS, the Student Government Association Bylaws have not been revised since October 18, 1989, and;
- WHEREAS, it has become increasingly important that the Bylaws be revised to meet current situations and concerns, and;
- WHEREAS, many concerns have been raised since the last revision.
- THEREFORE LET IT BE RESOLVED, that the Bylaws of the UNF Student Government Association be revised to read as follows:

Respectfully Submitted,

Introduced by Organization & Bylaw Committee

SENATE ACTION 15-0-1 91S-617 Date March 8, 1991

Be it known that Bylaw Amendment is hereby passed vetoed on

this 13 day of March, 1991, Scott E. Rogers

Signature _____

Student Body President

SGA BYLAW REVISIONS

MARCH 8, 1991

Passed by the Organization & Bylaws Committee, 2/27/91

1. Since Article VI, Councils, has been added to the Bylaws, it has also been added throughout the text.
2. pg. 3, Section 1, Subsection 1b., Vice President duties, have added the duty, "To handle all probationary cases within SGA." (Probationary Period has been added to Section 4, Subsection 4e.)
3. Since the establishment of the State Council of Student Body Vice Presidents (SCSBVP) in the Fall 1990 semester, it has been added throughout the Bylaw text.
4. pg. 4, Section 2, Subsection 2a., Director of Student Lobbying, the following was added to the duties:
"To maintain and update, as needed, a list of voter deputy registrars on campus and provide a copy of this list to the Duval County Supervisor of Elections' Office in conjunction with the SGA official representative of said office."
5. p. 5, Section 2, Subsection 2b., Executive Assistant duties, the following was deleted:
e. Arrange meetings for the Student Government Association Executive officers with various elements of the University and the Jacksonville Educational Community.
h. Coordinate meetings of the Student Government Association Officers.
l. Develop "position statements" on education and Student issues with the President and Director of Student Lobbying.
6. p. 5, Section 2, Subsection 2b., Executive Assistant duties, item k., the following was changed:

Attend Florida Student Association (FSA) meetings, at this and other universities, **at the Student Government Association President's request** (and other meetings deemed appropriate).
7. p. 5, Section 2, Subsection 2b., Executive Assistant duties, item l., the following was changed:
Assist in survey research with other elements of the Student Government Association to determine student opinion. The words **Assist in** were changed from **Conduct**.
8. p. 7, Section 3, Subsection 3a., Assistant Director of

8. p. 7, Section 3, Subsection 3a., Assistant Director of Student Lobbying duties, the following was deleted:

To maintain and update the legislative bulletin board.

9. p. 8, Section 3, Subsection 3a., Assistant Director of Student Lobbying duties, item k., the following was changed:

To serve as an ex-officio member of President's Cabinet except where he/she shall serve as a member of the Student Advocate Committee, thus counting towards quorum but not against it.

10. p. 8, Section 3, Subsection 3a., #3. Selection Procedure, or when a vacancy occurs was added to the sentence:

The appointment must be approved by the President's Cabinet by the third (3) Cabinet meeting of each academic term, or when a vacancy occurs.

11. p. 10, Section 3, Duties, F., the following was changed:

To override, when appropriate, a Presidential veto of any legislation by a two-thirds (2/3) vote of those members in attendance **of the Senate meeting** and voting.

12. p. 11, Section 4, Subsection 4a., #2., Senate Parliamentarian, the beginning of the sentence was changed to match that of Senate President Pro-Tempore:

At the second meeting of each new session of the Student Government Association, the Senate President shall immediately call for the election of a Senate Parliamentarian from among the Senate membership.

13. p. 11, Section 4, Subsection 4b., duties of Senate President, the ending words **for decision** were deleted from item d. and e.

14. p. 14, Section 4d., Senate Absences, item a., the following was changed:

Each Senator must attend all Senate meetings and all committee/board meetings on which he/she serves, **unless the absence is excused due to Probationary status.**

15. p. 15, Section 4, Subsection 4d., #2, Senate Absences-Summer Term, the following was added to the beginning of

the paragraph:

Senate absentee policies for the summer term follow those for Fall and Spring term.

16. p. 15, Section 4, the following was added:

SUBSECTION 4e. Probationary Period

1. Academic Probation

- a. SGA members who do not maintain a cumulative gpa of 2.0/4.0 scale are entitled to a Probationary Period, in order to raise his/her gpa to a 2.0/4.0 scale by the end of the Probationary Period. A Probationary Period is defined as:
 - 1. A period of time, not to exceed one semester.
 - 2. The student on probation will be placed under limited SGA activity at the discretion of the SGA Vice President.
- b. If, by the end of the Probationary Period, the student has achieved a cumulative gpa of 2.0/4.0 scale, he/she will maintain active membership status.
- c. If, by the end of the Probationary Period, the student has not achieved a cumulative gpa of 2.0/4.0 scale, he/she will lose membership status and will be removed or asked to resign.

17. p. 17, Section 6, Subsection 6b., Resolutions, the following was deleted: #1. Vacancy nominations

18. p. 17, Section 6, Subsection 6e., Posting Legislation, the following was changed:

All legislation must be forwarded to the Senate President at least (72) hours prior to the scheduled Senate meeting, to enable the Senate President to complete all necessary paperwork.

The change to (72) hours has been corrected throughout the bylaw text for consistency.

19. p. 17, Section 7, Subsection 7b., Proxy Voting, the following was added:

Proxy voting shall be allowed contingent on the following:

1. Each Senator shall be allotted two (2) proxy votes per semester which may not be accumulated or transferred.
2. A proxy vote must be accompanied by a "Proxy Instrument" carried by the Senator vested with proxy power.
3. A Senator, vested with proxy power, must obtain the Senate President's initials on the Proxy Instrument before the specified Senate meeting for it to be valid.
4. A proxy vote must be used for a single issue or bill and only for a final vote. It may not be used for amendments or motions.
5. A proxy vote will be counted as an excused absence. In the event that both proxy votes are used in a single Senate meeting, they shall be counted only as a single excused absence.
6. During final voting on a bill, the vote of the Senator vested with proxy power and holding the Proxy Instrument, shall be counted twice.
7. Proxy voting should not be used to relieve any Senator of responsibilities concomitant of that office.

20. As a reference for the following changes: Article III, Section 4, Subsection 4b., #1., Senate President duties, item i. says:

To collect the minutes of all Student Government Association standing, special or ad-hoc committees. The Student Programming Board Policies and Procedures will also be kept with the official records.

- a. Throughout the bylaw text for committees/councils, under duties of chair, the following was added for consistency with Article III, Section 4, Subsection 4b., #1., item i.:

* To oversee that a list of meeting dates, times, and locations for the semester are forwarded to the SGA Vice President by the third week of each semester.

* To sign all committee minutes, report on them at each Senate meeting, and oversee that a copy of the minutes are submitted to the SGA Vice President no later than two weeks after each meeting.

*To maintain a record of committee absences and include this record in the committee minutes that are submitted to the SGA Vice President.

*To oversee the posting of the committee meeting schedule by the third week of each semester.

- b. Throughout the bylaw text for committees/councils, under duties of vice-chair, the following was added for consistency with Article III, Section 4, Subsection 4b., #1., item i.:

*To keep the minutes of the committee meetings that include the absentee record and forward a copy to the SGA Vice President no later than two weeks after each meeting.

*To post the committee meeting schedule by the third week of each semester.

- c. For the Student Programming Board chair duties, the following was added for consistency with Article III, Section 4, Subsection 4b., #1., item i., :

*To oversee that a list of meeting dates, times, and locations for the semester is forwarded to the SGA Vice President by the third week of each semester.

*To sign all board minutes, report on them at each Senate meeting, and oversee that a copy of the minutes are submitted to the SGA Vice President no later than two weeks after each meeting.

*To maintain a record of board member absences and include this record in the board minutes that are submitted to the SGA Vice President.

*To oversee the posting of the board meeting schedule by the third week of each semester.

- d. For the Student Programming Board secretary duties, following was added for consistency with Article III, Section 4, Subsection 4b., #1., item i.,:

*To prepare accurate minutes of every board meeting that include the absentee record, and disseminate the minutes to all board members, the Student Government Association President, the Senate President, and the Comptroller no later than two weeks after each scheduled meeting.

*To post the board meeting schedule by the third week of each semester.

21. p. 21, Section 5, Subsection 5a., item 2., Membership, the following was changed:

The Budget and Allocation Committee shall consist of seventeen (17) members: eleven (11) SGA Senators, one (1) member appointed by the President of the University Support Personnel System, three (3) members appointed by the President of the Faculty Association, and two (2) Non-

Senator Student Representatives.

22. p. 22, Section 5, Subsection 5c., item 2., Membership, the following was changed:

The Student Advocate Committee shall be composed of sixteen (16) members: nine (9) SGA Senators, the Director of Student Lobbying, the Assistant Director of Student Lobbying, the Chief Justice of the Traffic Appeals Court, the Minority Affairs Advocate, and four (4) Non-Senator Representatives.

23. p. 27, Section 5, Subsection 5a., item 2., Membership, the following was changed:

The Student Programming Board is composed of twenty-four (24) members: twelve (12) SGA Senators, two (2) University Support Personnel System Representatives, two (2) appointed representatives of the Faculty Association, and six (6) Non-Senator Student Representatives. These six (6) Non-Senator Student Representatives shall be recommended for appointment by the board to the President's Cabinet and approved by Senate.

24. p. 29 - 32, Article VI was added, COUNCILS

ARTICLE VI

COUNCILS

SECTION 1. DEFINITION

There shall be one (1) standing council of the Student Government Association: The Advisory Council of Student Organization Presidents. SGA councils shall serve as student assemblies for consultation on student issues, and dissemination of information. Any special or ad-hoc committee may be formed at the direction of the President's Cabinet.

SECTION 2. MEMBERSHIP

SUBSECTION 2a. Election

There shall be two (2) officers of SGA Councils: The Chairperson and the Vice Chairperson. The Chairperson must be an SGA Senator. The Chairperson shall be nominated and elected by the membership of the Senate by the second regular Senate meeting of each new session or whenever a vacancy occurs. The Vice Chairperson shall be elected by membership of the council at the first regular council meeting after the election of the Chairperson. The Chairperson of any SGA Council may be removed by a majority vote of the Senate or Council. The Vice Chairperson may be removed by a majority vote of the Council.

SUBSECTION 2b. Removal

The Chairperson of any Student Government Association Council may be removed by a majority vote of the Senate or the Council.

SUBSECTION 2c. Duties

The Chairperson of each council shall have the following duties:

1. To conduct meetings of the council in accordance with Robert's Rules of Order, Newly Revised.
2. To preserve order and decorum and to have a general control of the council meeting. In case of disturbance or disorderly conduct of a person during a meeting, the Chairperson may at his/her discretion cause individuals to be removed from the meeting.
3. To be an active member of his/her council.
4. To vote only in case of a tie.
5. To call meetings of the council. Council meetings must occur at least once monthly.
6. To sign all council minutes and report on them at each Senate meeting and oversee that a copy of the minutes are submitted to the SGA Vice President no later than two weeks after each meeting.

7. To maintain a record of council absences and include this record in the board minutes that are submitted to the SGA Vice President.
8. To oversee that a list of meeting dates, times, and locations for the semester is forwarded to the SGA Vice President by the third week of each semester.
9. To oversee the posting of the board meeting schedule by the third week of each semester.
10. To perform other duties as described in the position description.

SECTION 3. VICE CHAIRPERSON

SUBSECTION 3a. Election

The Vice Chairperson of each Student Government Association standing council shall be elected by the membership of the council. The Vice Chairperson will be elected by the first regular council meeting after the election of the Chairperson.

SUBSECTION 3b. Removal

The Vice Chairperson of any Student Government Association Council may be removed by a majority of the Council.

SUBSECTION 3c. Duties

The Vice Chairperson of each council shall have the following duties:

1. To assume the duties of the council Chairperson upon request of the Chair, or if the Chairperson of the council is unable to perform his/her required duties.
2. To keep the minutes of the council meetings that include the absentee record and forward a copy to the SGA Vice President no later than two weeks after each meeting.
3. To maintain the council files.
4. To write any resolution from the council and forward them to the Senate President (72) hours prior to the scheduled Senate meeting.
5. To forward a list of the meeting dates, times, and locations for the semester of the SGA Vice President by the third week of each semester.
6. To post the council meeting schedule by the third week of each semester.
7. To oversee and implement the council absentee policy.
8. To perform other duties as outlined in the position description, or assigned to by the chair.

SECTION 4. TREASURER

SUBSECTION 4a. Election

The Treasurer of each Student Government Association standing council shall be elected by the membership of the council. The Treasurer will be elected by the first regular council meeting after the election of the Chairperson.

SUBSECTION 4b. Removal

The Treasurer of any Student Government Association council may be removed by a majority vote of the council.

SUBSECTION 4c. Duties

The Treasurer of each council shall have the following duties:

1. To disseminate financial information to the council concerning operating budget.
2. Maintain financial records for the council operating budget and other related budgets.
3. To act as a liaison between the council and the Budget and Allocations Committee.
4. To represent the council as a guest at all Budget and Allocation committee meetings.
5. To perform other duties as outlined in the position description, or assigned to by the chair.

SECTION 5. Councils

SUBSECTION 5A. Advisory Council of Student Organization Presidents

1. Purpose

The Advisory Council of Student Organization Presidents is responsible for disseminating information and providing input on issues influencing the student body. The council shall act as a liaison between SGA and the student clubs and organizations.

2. Membership

The Advisory Council of Student Organization Presidents shall consist of three (3) SGA Senators, all student organization presidents recognized through the Office of Student Development. The Assistant University Events Coordinator shall have ex-officio ranking.

3. Duties

- a. To provide input on student issues through resolutions passed by the council.
- b. To coordinate Clubfest and Spring Bash with input from the Student Organizations.
- c. To disseminate information regarding Student Organizations and events.
- d. To provide leadership seminars on organization development through the Office of Student Development.
- e. To provide information on the A & S funding procedures.
- f. To provide the SGA Comptroller with information regarding A & S funded membership attendance in order to determine A & S financial eligibility.
- g. To coordinate organization volunteer efforts inside and outside the University.

- h.** The council shall be responsible for maintaining and following a current ACSOP Policies and Procedures Manual. Any revisions to this document must be approved by a two-thirds (2/3) vote of the council and the Senate.

25. p. 33, Article VII, Section 2., Membership, the following was changed:

There shall be eight (8) members of the President's Cabinet: the SGA President, who presides as Chairperson, the Vice President, who acts as Vice Chairperson, the Comptroller (the Budget and Allocations Committee Chairperson), the Student Advocate Committee Chairperson, the Organization and Bylaws Committee Chairperson, the Advisory Council of Student Organization Presidents Chairperson, the Student Programming Board Chairperson, and the Senate President Pro-Tempore.

26. p. 35, Section 2, Subsection 2c., Nominations, the following was added:

The petition shall consist of twenty-five (25) currently enrolled student signatures for the position of Senator and one hundred (100) currently enrolled student signatures for the position of Officer. The petition shall also include the name and student number of the candidate, the position sought, and the corresponding student numbers of those who signed the petition.

27. p. 35, Section 2, Subsection 2d., Campaigns, items 2. and 3., the following was changed:

2. No campaign, personal or ticket, will expend more than \$500.00
3. Contributions by any one person will be limited to \$75.00.

28. p. 35, Section 2, Subsection 2e., Elections, item 2., the following was changed:

Students wishing to vote must be currently enrolled students paying Activity and Service Fees, including those who are having additional classes paid for by the university, yet are paying for additional classes themselves, and all ballots must be verified by the Organization and Bylaws Committee.