

Fall 8-1-2010

Senate Bill SB-10F-2441 Changes Title IV

Student Government Association
University of North Florida

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SENATE LEGISLATION

SB-10F-2441

SB-10F-2441: Title IV

- 1
- 2 Whereas: The Student Government of the University of North Florida was established to
3 represent student concerns in all University wide matters; and
- 4 Whereas: The Student Senate is the legislative body of the University of North Florida's
5 Student Government given the responsibility of carrying out such legislative acts that
6 are necessary and proper for the Student Body of the University of North Florida;
7 and
- 8 Whereas: Legislation dealing with necessary and proper statutory revisions shall be considered
9 by the student senate; and whereas Article II Section VA Meeting of the Senate
- 10 Whereas: The following revisions are being made to Title IV;

Chapter 400: The Authority of the Legislative Branch

11

13 400.1 The powers and duties within the Legislative Branch, herein referred to as the
14 Student Senate, are derived and defined from the Student Government
15 Constitution and Statutes.

- 16
- 17 A. The Student Senate shall be responsible to represent the student
18 body in all University-wide matters; and to develop and promote
19 activities of practical value and interests to students.
- 20
- 21 B. The Student Senate shall maintain communication with the student
22 body and the Student Government President on matters of concern
23 to students.
- 24
- 25 C. The Student Senate shall enforce, follow, and adhere to all laws,
26 policies, and guidelines set forth in the Student Government
27 Constitution and System of Statutes.
- 28
- 29 D. The Student Senate shall be responsible for composing and voting on
30 the approval of Student Government Constitutional Amendments
31 and the enacting of ~~and Statutes~~ Student Government Statutory
32 revisions.
- 33
- 34 E. The Student Senate shall consider all legislation for the
35 operation of the Student Government.



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2
3 F. The Student Senate shall override, when appropriate, a
4 Presidential veto of any legislation by a two-thirds (2/3) vote
5 of those members in attendance of the Senate meeting
6 and voting.
7
8 G. The Student Senate shall serve as the validating body for all
9 Student Government elections.
10
11 H. The Student Senate shall approve/~~disapprove~~, by a two-thirds (2/3)
12 vote, all Senate appointments made by the Elections,~~Selections~~, and
13 Appointments Committee.
14
15 I. Under no circumstances shall the Student Senate vote by paper
16 balloting.
17
18 J. The Student Senate shall be responsible for the Senate Policies and
19 Procedures. The Senate Policies and Procedures is a living document
20 which can only be changed through a Standing Rule which the
21 Student Body President has no authority.
22
23 K. The Student Senate shall follow all rules and guidelines set forth in
24 the Senate Policies and Procedures.

Chapter 401: Senate Absences

401.1 Absentee Policy

The Student Government Senate Policies and Procedures will dictate the guidelines and procedures for absences in the Student Senate.

Chapter 402: Organization of the Student Senate

402.1 Senate Session

- A. Fall Session



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The Fall Session of the Senate shall begin on the first business day of fall classes and terminate at the end of the Fall semester.

B. Spring Session

The Spring Session of the Senate shall begin on the first business day of spring classes and terminate at the end of the Spring semester.

C. Summer Session

The Summer Session of the Senate shall begin on the first business day of the first week of classes of the earliest academic term and shall terminate at the end of the summer academic term.

D. Each Session of the Student Senate shall ~~shall~~ may adopt its own Rules and Procedures in accordance with the Student Government Constitution and Statutes.

E. Every senator may request either a summer leave of absence or a three-week leave of absence in the fall or spring semester. Requests must be submitted to the Senate President. Special exceptions may be granted by the Constitution and Statutes Committee by two-thirds (2/3) vote.

402.2 Senate Officers

The Senate President shall be responsible for the duties of all vacant Senate Officers.

A. There shall be a Senate President who shall be elected by majority vote of the Student Senate and who shall be selected from within the Student Senate. The Senate President shall be the Chief Legislative Officer of Student Government and shall perform duties as provided by Senate Policies and Procedures. The Senate President shall enforce all rules, policies and procedures of the Student Senate. The term of



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2 this position shall be from the beginning of the Summer Session until
3 the end of the following Spring Session.

4
5 B. There shall be a Student Senate President Pro-Tempore who shall be
6 elected by a majority vote of the Student Senate and who shall be
7 selected from within the Student Senate. The Senate President Pro-
8 Tempore shall assist the Senate President and perform duties as
9 provided by Senate Policies and Procedures. The term of this
10 position shall be from the beginning of the Summer Session until the
11 end of the following Spring Session.

12
13 C. There shall be a Secretary of the Student Senate who shall be
14 appointed by the Senate President and who shall serve at
his/her discretion. The Secretary of the Student Senate shall perform
duties as provided by Senate Policies and Procedures and as directed
by the Senate President.

15
16
17
18
19 D. There shall be a Parliamentarian who shall be selected from within
20 the Student Senate. The Parliamentarian shall, upon request, give
21 advice on Parliamentary procedure.

22
23 E. There shall be a Sergeant-at-Arms, who shall be appointed by the
24 Senate President, subject to confirmation by the Student Senate. The
25 Sergeant-at-Arms shall attend the Student Senate during its meetings
26 and maintain order under the discretion of the Senate President or
27 Presiding Officer. The Sergeant-at-Arms shall ~~endorse~~ enforce strictly
28 the rules relating to the privileges of the chamber.

29
30 F. Standing committee Chairs shall be elected by a majority vote of the
31 Student Senate. Elections shall occur upon the convening of a new
32 Senate after the Fall and Spring elections for both semi-annual and
33 yearlong positions, as stated in Senate Policies and Procedures.

34
35 G. Upon receipt of a proposed Bill, Constitutional Amendment, or
36 Resolution the Senate President must submit it to the Student Senate
37 within a two (2) week period.



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402.3 Calling of Senate Meetings and Quorum

- A. The Senate President shall be empowered to call Student Senate meetings, and shall call a meeting if petitioned by a majority of the members of Senate holding office at the time the petition is presented, or if requested by a majority vote of the Student Senate. The Senate Secretary shall notify Student Senators of all meetings.
- B. Quorum shall be 50% + 1 of the membership of the Student Senate. Membership shall be defined as the total number of Senators entitled to vote, with the exception of Senators on leaves of absence. Quorum shall be 50% + 1 of voting members of a committee.

402.4 Standing Committees of the Student Senate

There shall be four (4) standing committees within the Student Senate. Each of the four standing committees shall perform the duties and follow all procedures as set forth in the statutes and Senate Policies and Procedures. The four standing committees shall be as follows:

- A. The Budget and Allocations Committee
- B. The Constitution and Statutes Committee
- C. The Elections, ~~Selections,~~ and Appointments Committee
- D. The Student Advocacy Committee

402.5 Legislative Cabinet

- A. The Legislative Cabinet shall consist of the following officers:
 - 1. The Senate President
 - 2. The Senate President Pro-Tempore



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- 2 3. The Parliamentarian
3
4 4. The Senate Secretary
5
6 5. The four (4) Standing Committee Chairs
7

8 B. The Legislative Cabinet shall make recommendations for the
9 standing committees of the Student Senate.

10 C. Any member of the legislative cabinet, excluding the Senate Secretary
11 who serves at the discretion of the Senate President, can be removed
12 from office as provided by the Senate Policies and Procedures.
13

14 D. The Student Senate shall have the ability to place any of the
15 Legislative Cabinet positions, excluding the Senate Secretary, up for a
16 reelection of the position with a three-fourths (3/4) vote, which shall
17 follow the election process outlined in the Senate Policies and
18 Procedures.
19

20
21 402.6 Voting

22
23 A. "Majority" and "Two-Thirds" Votes

24
25 A majority vote shall be more than half of the votes cast by Senators
26 entitled to vote, excluding blanks and abstentions, at any properly
27 called meeting at which quorum is present. A two-thirds vote shall be
28 at least two thirds of the votes cast by Senators entitled to vote,
29 excluding blanks or abstentions, at any properly called meeting at
30 which quorum is present. In both cases "entitled to vote" refers to
31 Senators actually voting, not all Senators formally eligible to vote.
32

33 B. Proxy Voting

- 34
35 1. The power of attorney given by one Senator to the
36 Senate President to vote in their stead on any and all
37 issues. It is allowed to be used in the Student Senate
when Senators know they will be absent and they would



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2 still like their vote to be counted on any and all issues.
3 ~~The proxy vote must specify the piece of legislation or~~
4 ~~appointment of candidate and state a vote of "Yes" or~~
5 ~~"No" transcribing the intent of their vote.~~

6
7 ~~2. Proxy votes once submitted with proper timestamp are~~
8 ~~only valid for that Senate or Committee meeting. A~~
9 ~~proxy vote is not considered properly submitted unless~~
10 ~~it specifies the relevant piece of legislation or candidate~~
11 ~~being appointed, contains a transcribed vote of "Yes"~~
12 ~~or "No", and is time stamped and submitted to the~~
13 ~~Senate President prior to the meeting at which it will be~~
14 ~~valid. Failure to meet these requirements will result in~~
15 ~~the proxy vote being declared void. Proxy votes, once~~
16 ~~submitted properly, are only valid for that Senate or~~
17 ~~Committee meeting.~~

18
19 3. If a Senator who has cast a proxy vote wishes to revoke
20 said proxy, the Senator must submit a written statement
21 to the Senate President, time stamped prior to the
22 meeting being called to order.

23
24 4. If the legislation for which the proxy vote has been cast
25 is amended or otherwise altered, said proxy becomes
26 void.

27
28 5. Proxy vote forms and envelopes are made available
29 through the Senate President Pro-Tempore. ~~The proxy~~
30 ~~vote will be null and void said proxy is not on the~~
31 ~~properly addressed form and sealed in an envelope with~~
32 ~~timestamp denoting the time prior to the voting~~
33 ~~meeting and/or the legislation is amended to change~~
34 ~~the intent of the vote, which is subject to discernment~~
35 ~~by the Senate President.~~



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403.1 Joint Resolutions

Joint Resolutions shall be formal expressions of the opinion or will of the Student Senate and the Executive Branch. Joint Resolutions shall be adopted by majority vote of the Student Senate.

403.2 Simple Resolutions

Simple Resolutions shall be formal expressions of the opinion or will of the Student Senate. Simple Resolutions shall also be able to set the policies and procedures of the Student Senate, and shall only be enforceable within the Student Senate. Simple Resolutions shall be adopted by a two-thirds (2/3) vote of the Student Senate.

403.3 Bills

Bills shall be legislative proposals to appropriate monies, approve Constitutional amendments and revisions, adopt statutory amendments and revisions and other legislative proposals.

403.3 Composition of Bills and Resolutions

Each Bill and Resolution shall contain the following:

A. Title and Subject

1. The subject of each bill shall be briefly expressed in its title.
2. If a bill embraces more than one subject, it shall be defined as an Omnibus Bill. A majority vote is required by the Senate Committee to accept an Omnibus Bill, and a two-thirds (2/3) vote is required by the Student Senate for final passage.

B. Legislative Intent



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1. The legislative intent of the bill shall be included in the body of the bill or resolution.
2. The legislative intent shall state the purpose and intent of that bill or resolution.

C. Enacting Clause

1. There shall be an enacting clause on every bill or resolution proposed by the Student Senate

D. Effective Date

1. All resolutions shall be exempt from having an effective date.
2. All statutory Bills must include an effective date of January 1st or July 1st.
3. The only exception to the effective date for statutory Bills is if two-thirds of Senate approves the Bill for Emergency passage.

E. Senate Sponsor

1. All bills or resolutions shall have a Senate Sponsor, who shall be from within the Student Senate

Chapter 404: Procedure for Approval of Bills

404.1 Summation of Bills

- A. The Senate President shall transmit any legislation passed by the Student Senate to the President within five (5) business days.
- B. Any legislation providing for a proposed constitutional amendment shall be submitted directly from the Senate President to the



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2 Elections, ~~Selections,~~ and Appointments Chair for placement of the
3 constitutional referendum on the next general election.

- 4
5 C. All legislation that is not transmitted to the President within the
6 allotted five (5) business days will be referred back to the Student
7 Senate.
8
9

10 404.2 Action by the Student Government President

- 11
12 A. Upon receipt of a Bill, the Student Government President shall have
13 five (5) business days to approve or veto. The Student Government
14 President shall then submit the bill to the Secretary to be posted if
15 approved or sent back to the Student Senate if vetoed. The Senate
16 Secretary shall then report the action taken to the Senate President,
17 who shall then inform the Student Senate at the next meeting.
18
19 B. In cases where a bill is vetoed by the Student Government President
20 the bill may be amended and sent back to the President as an
21 alternative action on the veto. In this case, amended bills may be
22 vetoed again by the Student Government President.
23

24 **Chapter 405: Publications of Senate Notices**

- 25
26 405.1 The Senate shall make available to any UNF student who so requests, copies
27 of any and all proposed Senate Resolutions, all enacted Resolutions,
28 proposed amendments to the Constitution, and minutes of Senate meetings.
29

30 **Chapter 406: Terms of Office**

31 406.1 Term of Office

- 32
33
34 A. Student Senate members shall take office upon installation.
35 The term of office shall last from the election from Fall/Spring
36 semester to the following Fall/Spring semester elections.
37



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2 B. Senators shall terminate office at the installation of their successors
3 or when
4 they are no longer qualified to hold office. Those Senators who run in
5 the election and do not get re-elected will have their term expire upon
6 installation and validation of the new Student Senators. If Senators are
7 re-elected, he/she
8 must abstain from the installation and validation vote.
9

10 Chapter 407: Legislative Transition Period

- 11
12
13 407.1 The Transition Period begins upon the conclusion of Senate Elections by the
14 Senate and concludes after one week.
- 15
16 407.2 During this transition period, the outgoing administration must transfer all
17 SG records and files, including a turnover folder (a folder containing all
18 procedures, forms, etc.), regarding the Senate to the incoming administration.
19
- 20 407.3 The incoming and outgoing administrations shall share all office space
21 allocated to the legislative branch for purposes of conducting business
22 relating to the transition.
23
- 24 407.4 All signature authority for the Senate shall be automatically transferred upon
25 the
26 swearing-in of the new Senate President.
27
28

29 Chapter 408: Maintenance of Legislative Records

- 30
31 408.1 The Senate President shall be ultimately responsible for the complete and
32 accurate
33 records of the actions and proceedings of the Senate and its four standing
34 committees.
35
- 408.2 These records shall include any of the following: agendas of Senate and



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committee meetings, minutes of Senate and committee meetings, records of attendance for all Senate and committee meetings, records of passed legislation, and any audio or video recordings of Senate or committee meetings.

408.3 Requests for copies of any of the above documents can be made through the following process:

- A. The request must be made in writing to the Senate President.
- B. Upon making the request, the Senate President shall make the appropriate copies of the document or recording and notify the requestor upon completion of the duplication process.

Chapter 409: Appointment to the Senate

Vacancies within the Senate may be filled by appointment.

409.1 Qualifying for appointment

To qualify for appointment, one must:

- A. Be an A&S fee paying student, enrolled in at least one (1) class at the University of North Florida.
- B. Have at least a 2.25 grade point average, unless one has attended the University of North Florida for less than (1) semester.

409.2 Applying for Appointment/Appointment Process

To become an appointee, one must:

- A. Attend at least one (1) full Senate meeting and go on record stating their first and last names during the time allotted for recognition of students seeking appointment.



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- 1
2 B. Submit a completed time stamped application by 5:00 pm on the third (3rd)
3 business day immediately following their Senate Announcement to either the
4 Student Government Secretary, Student Government Advisor, or E&A
5 Chairperson. In their absence, time stamped applications shall be placed in the
6 provided labeled lockbox.
7
8 C. Meet with the Senate President or Senate President Pro-Tempore and obtain
9 their signature.
10
11 D. Meet with the Student Government Advisor and obtain their signature.
12
13 E. Coordinate a time with each of the four (4) committee chairs via
14 phone/email/person in order to learn the responsibilities and expectations of
15 each committee.
16
17 F. Attend two (2) of the four (4) committee meetings in which you are he or she is
18 interested and obtain signatures to gain a better understanding of committee
19 operations.
20
21 G. Attend an E&A meeting prior to the next scheduled Senate meeting for a
22 Question & Answer Session. At this meeting, the student Government Signature
23 page will be submitted. Upon approval by a 2/3 vote, the appointee is forwarded
24 to Senate for confirmation.
25
26

27 Completed applications consist of:

- 28
29 A. Appointee Information
30
31 B. Appointee Questionnaire, which discloses motivation to be a senator, goals if
32 appointed and other relevant information, as stipulated by the E&A Chair.
33
34 C. Student Endorsement, including the endorsement of at least one hundred and
35 fifty (150) students, in accordance with the specifications of Chapter 604.2.B.3.a
36

37 409.3 Being Appointed



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To be appointed, one must chronologically be granted the following actions.

A. E&A Recommendations

1. Complete the appointment process as defined in 409.2.
2. An Appointee is granted E&A recommendation for appointment by 2/3 vote of E&A, or in the case of multiple applications, by receiving the most votes. If more Appointment applications are submitted then senatorial seats are available, E&A shall vote to fill the vacant seats at one time, after having been presented with all Appointment applications on the agenda.

B. Appointment to the Senate

1. An appointee is granted appointment to the Senate by a two-thirds (2/3) vote of the Senate.
2. ~~Appointees must run in the next scheduled election regardless of which seat they are appointed to.~~

C. If an appointee has not attended and/or been reviewed by E&A within ninety (90) days of submitting their application, the appointment is then voided.

409.4 Installation

- A. After being appointed to the Senate, an appointee will assume office immediately following installation by the Student Government Chief Justice or another member of the Judicial Council as designated by the Student Government Chief Justice. Installation will occur during the same Senate meeting where possible, or at the following Senate meeting.



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2 The oath as stated in Chapter 607.3 B.1. will be used to install those appointed. If the Chief Justice
3 or a designee is not available the Senate President shall administer the oath.

4

5 Therefore: Let it be enacted, by the University of North Florida Student Government that
6 the proposed revisions to Title VI be made effective January 1st, 2011.

Senate Action

Executive Action

Respectfully Submitted: Constitution and Statutes Committee

Introduced by: Senator Nathaniel Fritz

Senate Action: Unanimous Consent

Date: 8/30/10

Signed, **Mack Volk**

Mack Volk, Student Senate President

Let it be known that SB-10F-2441 is hereby
PASSED / VETOED / LINE-ITEM VETOED

on this 01 day of September 2010.

Signed, **Sitou Byll-Cataria**

S