



Student Government Association
Sam Houston State University

A member of The Texas State University System
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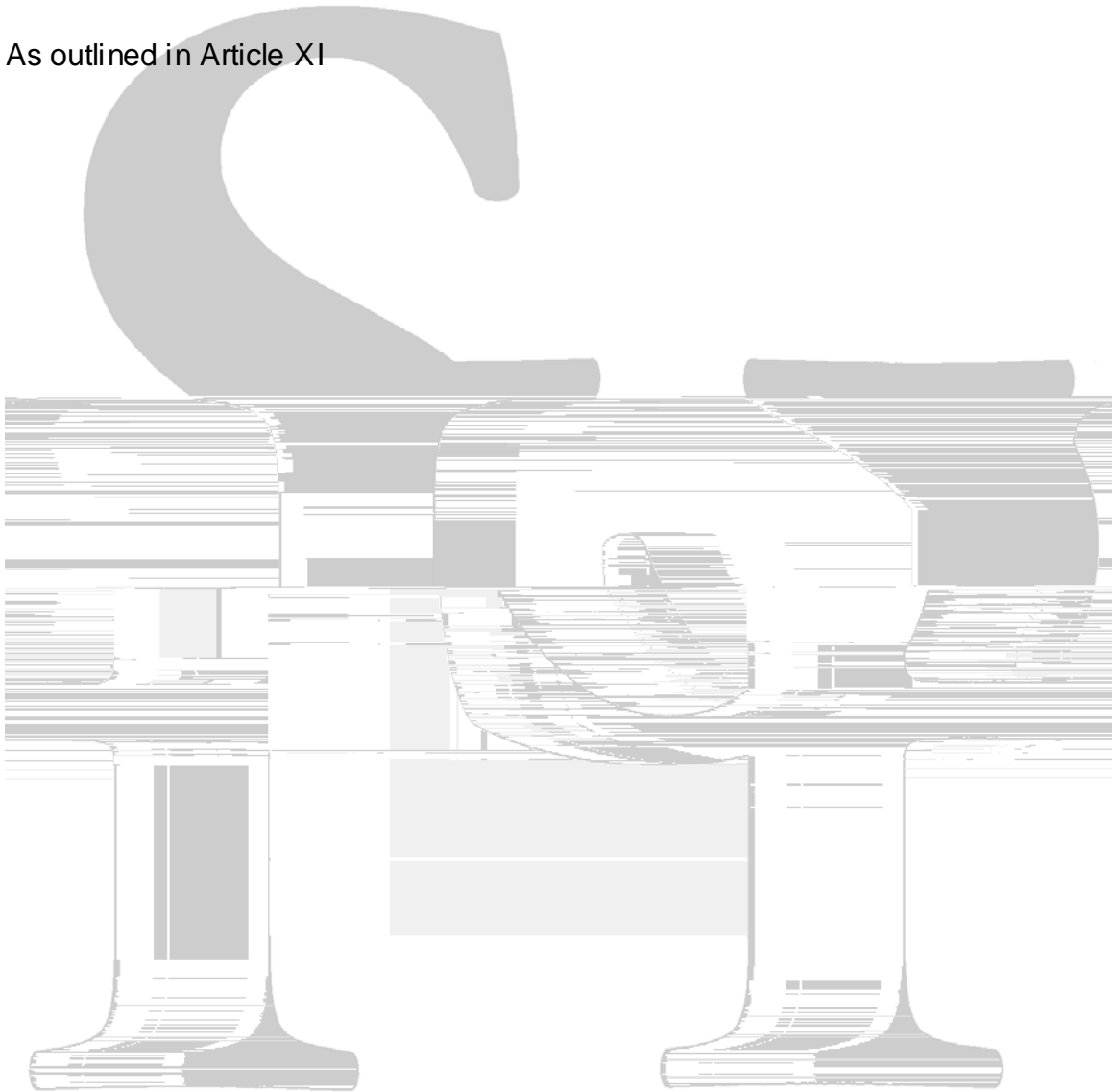


Sam Houston State University Student Government Association

By- Laws Spring 2019

Preamble:

As outlined in Article XI



2. To



- A. Senators of the Student Senate shall be required to attend meetings of the Senate.
- B. A Senator's, absence from a total of three meetings per semester or two consecutive meetings without a valid excuse shall be classified as dereliction of duty. Valid excuses shall be presented to the Secretary prior to the absence or within two class days after the absence. Such excuses shall consist solely of:
1. Personal Illness
 2. Serious illness of a family member of the immediate family
 3. Death in the immediate family
 4. Work - (Compensatory) other than homework
 5. University excused absences
 6. Other valid excuses as determined by the Student Government



of one absence from a regular Senate meeting; at the discretion of the Director of their chosen Department, a Senator may substitute a meeting with a different Department.

- C. A Director, as outlined in Article VII, Section 6, of the Student Government Constitution, shall chair each Department.
- D. The Director of each Department shall establish a regular meeting time and location, with meetings being held at least once every-other week. Additional meetings may be called by the Director as he shall deem necessary.
- E. It shall be the duty of the Director of each Department to give regular reports to the Senate on the ongoing projects and needs of their Department and to report any absences to the Student Government Association Secretary. It shall also be the duty of the Director to attend the Internal Affairs Department meeting. Caucus Chairs are also required to attend the Internal Affairs Department meetings. Failure to do so shall subject the Director or Caucus Chair to impeachment as outlined in Rule 11 of these Rules and Procedures.
- F. Each Department shall keep official minutes of each meeting, copies of which shall be provided to the Student Government Secretary for entrance into the official record.
- G. Each Department shall be granted a monetary allotment to provide funds for their various activities and projects, as determined in each years Student Government Association Budget. Spending any department level funds shall require the majority approval of the members of the Department, and the consent of the Director.
- H. Each Department shall fall under the standing operating department procedure:
 - 1. Department meetings shall be open to any member of the Senate, or any

the power to veto any measure proposed or passed by their Department. The membership of the Department may overturn the veto by a two-thirds vote.

5. If a member, not including the Department Director, misses two consecutive meetings or three meetings within the semester, the member will no longer be recognized as a voting member of the Department, and shall have to regain his voting privileges in the same method as a new member.
6. The Department Director shall have the authority to appoint an assistant chair and a department secretary, with the two-thirds consent of the Department.

L Each Department shall have the ability, by a simple majority vote, to establish temporary sub-committees for the purposes of organizing a



letters to legislative bodies.

3. Constitutional Referendums, which shall be any proposed amendments to the Student Government Association Constitution. All Constitutional Referendums shall be introduced to the Senate no later than ten class days before a student body wide election. All amendments submitted later than ten class days prior to an election shall be withheld from the ballot until the next election.

4. Sense of the Senate Resolutions, which shall be introduced when the Senate wished to express itself on a chosen issue while speaking as a body, but not on behalf of the Student Government Association or the student body. These resolutions shall take no action nor consume any funds or resources of the Student Government Association, but shall not be subject to a presidential veto.

B. Legislation may be suggested or written by several means, including Officers of the Student Body, Senators, Councilors, Senate Departments or committees, faculty members, University administration, or members of the student body.

C. All legislation shall require a sponsor in order to come before the Senate. Legislation shall only be sponsored by Officers of the Student Body or Senators of the Student Senate.

D. There shall be one avenue for legislation to come before the Student Senate.

1. Legislation that is germane to a specific Standing Department may be written and approved by that Department by a simple majority vote. The Department shall then report the legislation to the Department of Internal Affairs who shall place it the agenda of the next regular meeting of the Senate. By a two-thirds vote, the Department of Internal Affairs may rule that the legislation did not begin in the correct Standing Department, and may refer it to the correct Department.

E. All Legislation on the official agenda to be brought before the Senate shall be either emailed through official University Communication to all members of the Senate in sufficient time for

1. To obtain the floor a member shall rise. His hand to be recognized by the presiding officer, whom shall yield the floor.
2. After the floor has been yielded, the member shall stand and state his official name and title.
3. An observer shall only receive the floor after it is yielded by an Officer of the Student Body or a member of the Student Senate.

B. The following procedure shall govern debate:

1. There shall be no limit to the number of Senators or observers who shall be allowed to speak on an issue, unless the Senate shall consent by a two-thirds vote to limit debate.
2. The Senate can limit debate only after two pro-speakers and two con-speakers have been heard on each issue.
3. Each speaker shall be limited to five (5) minutes.
4. The presiding officer shall, in recognizing speakers, give primary consideration to those members not having previously spoken on the question before the Senate.
5. The Right of Immediate Reply shall be preserved. Any member shall be given the floor after they have been mentioned in the speech of the previous speaker. The person wishing the floor for rebuttal must call a point of order and be recognized to speak by the presiding officer. The point must be called before the next speaker has spoken.
6. Debate shall be held to the immediate pending legislation or motion as stated by the presiding officer. The presiding officer shall rule out of order any speaker failing to adhere to the subject of discussion.
7. No speaker shall conclude a speech by moving a nondebatable motion.
8. Debate may be ended in two ways:
 - i. By the presiding officer, when debate appears to be finishing inquiring if the Student Senate is ready for the Question. If, after a reasonable pause, no one rises to claim the floor, the presiding officer shall assume that no member wishes to speak, and proceed to put the Question.

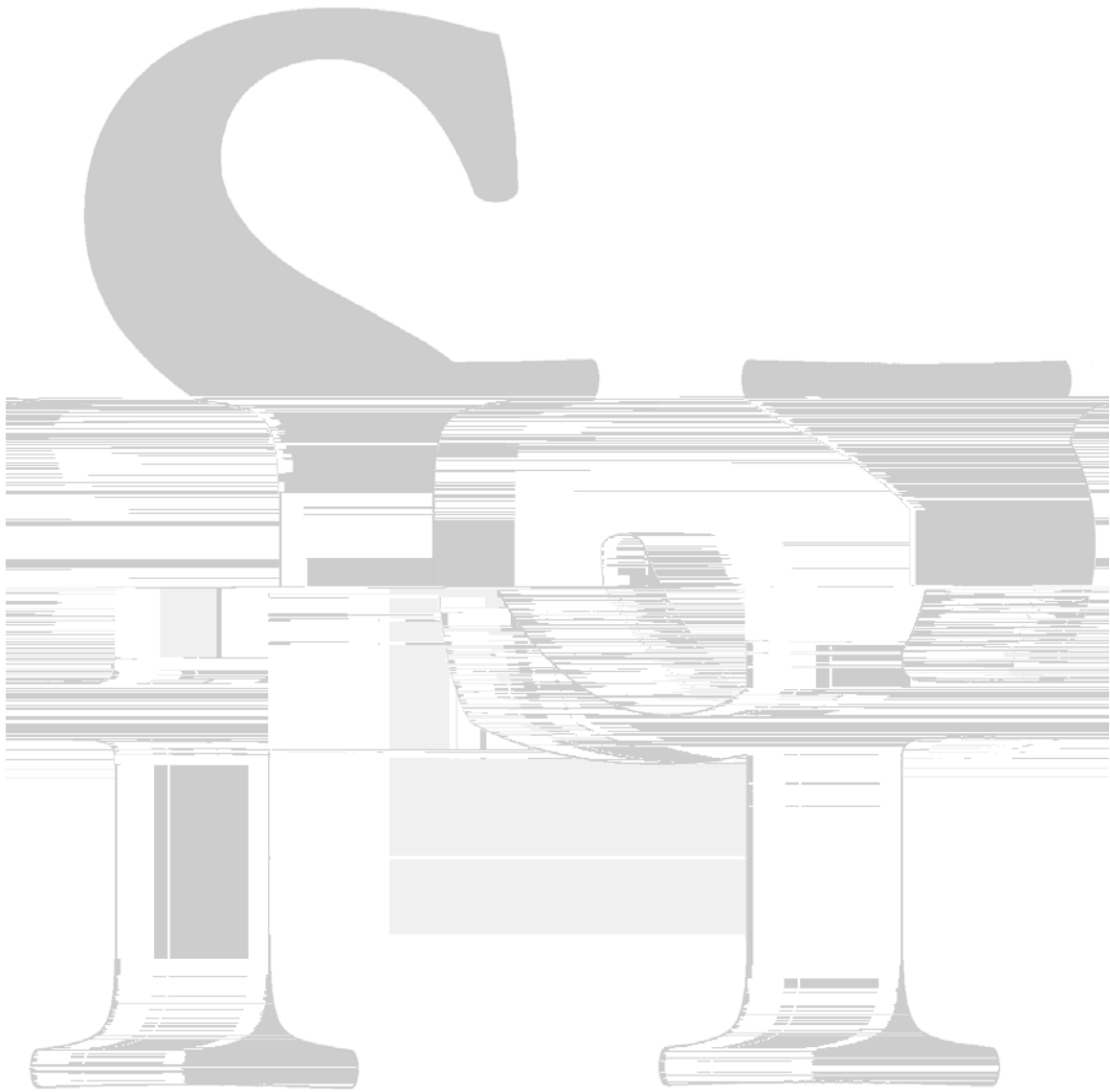
there being at least two speakers in favor and two speakers in opposition in the matter under debate, the motion to previous question shall not be entertained.

C. In meetings of the Senate, certain privilege points shall be in order:

1. Points of Order shall be in order at all times except during the act of voting, wherein they must relate specifically to voting procedures. General points of order must relate to: a breach of the Constitution, Standing Rules, or parliamentary authority, a breach of decorum, irrelevancy of debate, or departures from the orders of the day. The member that raises the Point of Order shall be allowed three minutes to explain the violation, and there shall be a three minutes rebuttal from the floor. After this process, the presiding officer shall be free to consult with the Senate Parliamentarian and the Director of the Rules and Regulations committee prior to making a ruling on the point of order. The ruling of the presiding officer is appealable to the Senate body, and can be overturned by a two-thirds vote.
2. Points of Personal Privilege shall be in order at all times. A Point of Personal Privilege must deal with the personal comfort of the Senate, or with the clear slander of an individual or group. The member that raises the Point of Personal Privilege shall be allowed one minute to explain the violation, and there shall be a one minute rebuttal from the floor. After this process, the presiding officer shall make a ruling on the Point of Personal Privilege. The ruling of the presiding officer is appealable to the Senate body, and can be overturned by a two-thirds vote.
3. Points of Information shall be in order at all times. A Point of Information shall be raised when a member is seeking information, or wishes to provide information to the body. Such points shall consist of parliamentary inquires, clarification questions to the speaker, or any general questions of the body. A Point of Information shall be limited to one minute, with a one minute answer from the floor if necessary. A Point of Information exists solely for the attainment of information, and as such cannot be used to persuade the body on a motion or piece of legislation. It shall be at the full discretion of the presiding officer to call a speaker out of order if the speaker's Point of Information is persuasively based.

D. In meetings of the Senate, the following order shall govern the precedence of motions:

1. Motion to Adjourn, which shall require a simple majority Motion



A.



- C. The Senate shall have the authority to refer a Presidential appointment or nomination to a committee or department.
- D. All nominations confirmed or rejected by the Senate will be recorded in the Official Senate Minutes.
- E. During recesses of the Senate, the Student Body President shall have the authority to make recesses appointments that shall last until the next meeting of the Senate.

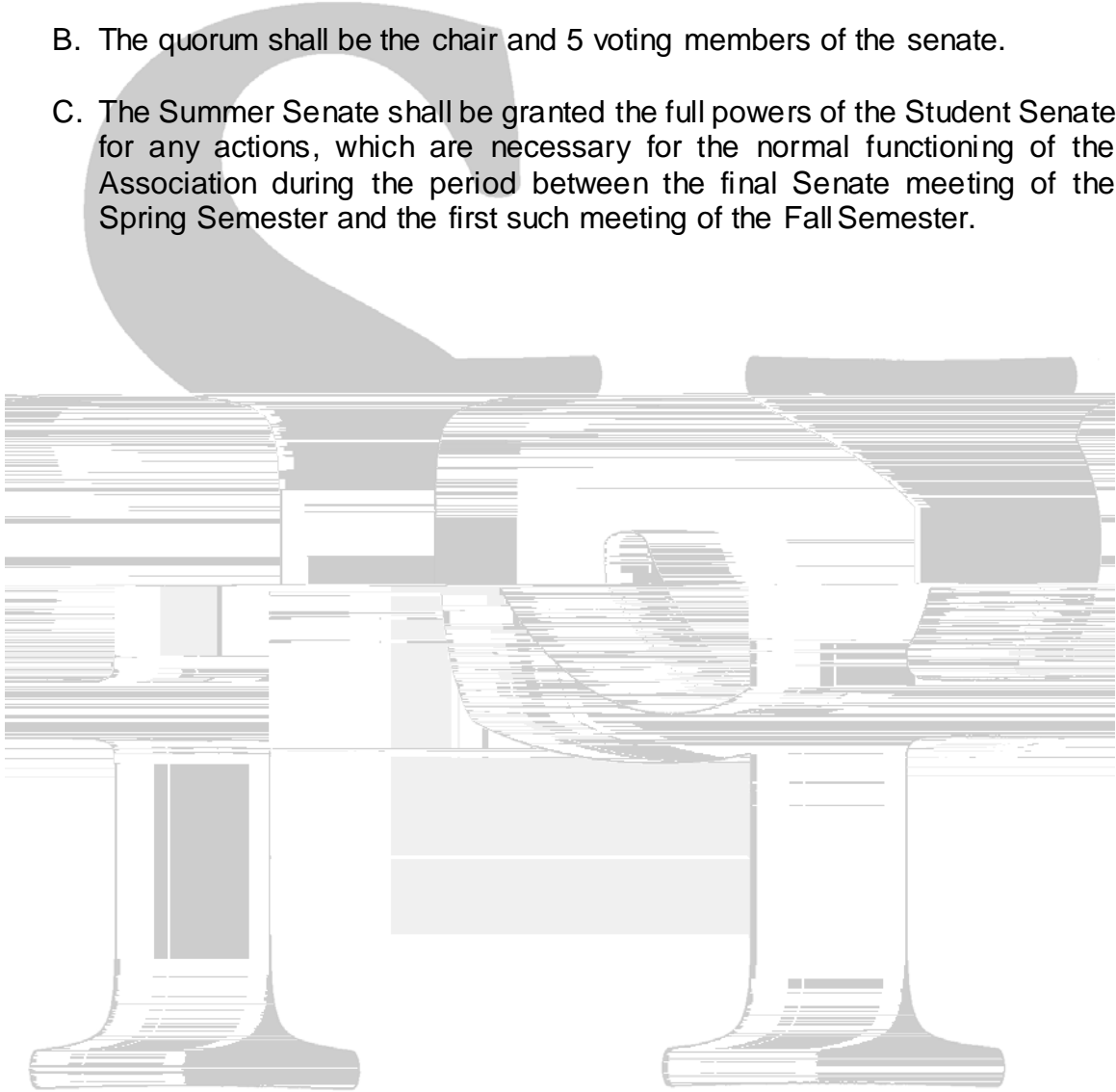
By- Law 9: THE SENATE DELEGATE PROGRAM

- A. All registered SHSU Student Organizations and Residence Halls shall have the ability to elect a Delegate to Student Government as that organizations SGA liaison.
- B. In order to become a Delegate to Student Government, prospective Delegates shall be required to present a signed letter from the President or equivalent of

- H. Senate Delegates shall be subject to removal at any time by either the sponsoring organization or Residence Hall, or by a majority vote of the Student Senate.

By- Law 10: THE SUMMER SENATE

- A. The Summer Senate shall consist of all the Senators able to attend during the Summer Semester.
- B. The quorum shall be the chair and 5 voting members of the senate.
- C. The Summer Senate shall be granted the full powers of the Student Senate for any actions, which are necessary for the normal functioning of the Association during the period between the final Senate meeting of the Spring Semester and the first such meeting of the Fall Semester.



conscientiously fulfill this duty, and in such case, a prosecutor shall be appointed by the President with advice and consent of the Senate. The Student Government Association President will act as presiding officer unless they are the accused. In such case, the Vice-President will preside over the meeting. In any case where the President is the accused, and there is a need to appoint a prosecutor, the Vice-President will make the appointment with the advice and consent of the Senate.

- G. The Attorney General has the authority to approve or deny a petition after receiving all evidence from the petitioner.
- H. Conviction requires a 2/3 vote of the Senate present and voting. Conviction carries with it the automatic penalty of removal from the office and the rights and privileges thereof. Anyone relieved of office by the Senate may appeal that decision to the Supreme Court.

By-Law 12: THE STUDENT GOVERNMENT COUNCIL

- A. Any student in good academic standing shall become an official member of the Council upon stating his or her intent to join the Senate and shall be given voting power only inside the meetings of the Council.
- B. All Council candidates shall only become Councilors upon completion of the Student Government Association Student Senate Application and a passing score of 70 percent on the Council Exit Quiz created by the President and conducted by the Director of Council. The quiz will cover topics such as Parliamentary Procedure, Office Hours, and Senate Functions that are reviewed during Council Meetings.
- C. The President will then present the candidate to the Senate, where the candidate must be confirmed by a two-thirds (2/3) vote of present Senators.
- D. Councilors will be eligible to be confirmed by the Senate during an exclusive period of three consecutive Senate meetings. This period will begin upon completion of the Student Senate Application. If a Councilor fails to meet this requirement they shall lose eligibility until they have recompleted the Student Senate Application. During their term of eligibility, a missed meeting will not count against their term eligibility if they submit a valid excuse as outlined in By-Law 3, Section B in this document.
- E. Councilors will not be full representatives of the Student Body but assistant members to the Student Government Association.
- F. The council shall act as pseudo Standing Department.
- G. The Council shall be chaired by a Senator appointed by the President and approved by a two-thirds (2/3) vote of the Senate.
- H. The Director shall act as an advisor to the Council but shall not have the

By- Law 16: AMENDMENTS TO THE By-Laws

- A. The By-Laws of the Senate from the preceding session of the Senate shall continue to be the By-Laws for each session unless changed as provided in these Rules.

- B. The Senate may amend these rules by a 2/3 vote.

