Spring 2014

S14RS SGB No. 4 (RoO)

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A BILL
TO AMEND THE STUDENT GOVERNMENT RULES OF ORDER

PARAGRAPH 1: Whereas, The Temporary Student Government Documents Revision Committee has been charged with reviewing the Governing Documents; and

PARAGRAPH 2: Whereas, The following amendments to the Rules of Order reflect improvements that allow the Student Senate to function as effectively and efficiently as possible; and

PARAGRAPH 3: Whereas the amended Rules of Order shall read as follows:

LSU Student Government Rules of Order
Revised: May 2013

CHAPTER 1
Rule Technicalities

Rule 1.1 Adoption, Amendments, and Repeal
A standing rule of the Senate shall be added, amended, or repealed only by a favorable vote of two-thirds (2/3) of voting membership present and voting at a regularly scheduled meeting of the Senate.

Rule 1.2 Suspension of rules
No rule of the Senate shall be suspended except by a favorable vote of at least two-thirds (2/3) of the members present and voting.

Rule 1.3 Robert’s Rules of Order Newly Revised
On any question of procedure, when these rules are silent or inexplicit, then the most recent edition of Robert’s Rules of Order Newly Revised shall be considered as the authority.

Rule 1.4 Interpretation
Speaker of the Senate shall interpret and enforce these Rules to the best of his/her ability baring an interpretation made by the University Court through a Judicial Memorandum.

CHAPTER 2

Officers

Rule 2.1 Titles

The officers of the Student Senate shall be the following: Speaker, Speaker pro tempore, Secretary, Undersecretary, Parliamentarian, the Sergeant at Arms, the Director of Communication, and additional legislative staff.

Rule 2.2 Speaker Vacancy

Vacancies in the office of Speaker shall be filled in the manner of the original selection.

Rule 2.3 Speaker Duties

A. To open the meetings promptly at 6:30 p.m. on Wednesdays during regular session.
B. To cause the Senate to proceed with its business in the proper order under the rules, if a quorum is present, and to proceed upon each order of business.
C. To preserve order and decorum of the Senate.
D. To decide all points of order, subject to appeal to the Senate.
E. To explain or clarify any rule of procedure upon request.
F. To state each motion as it is made.
G. To recognize members who seek the floor for the purpose of speaking in debate or otherwise.
H. To state and put to vote all questions requiring a vote, and all questions upon which a vote is ordered, and to announce the vote.
I. To sign all documents which require his/her signature.
J. To appoint the Parliamentarian, Sergeant-at-Arms, Secretary, Undersecretary, Director of Communications and any additional Legislative staff, subject to approval by the Student Senate.
K. To be ultimately responsible for the processing of Senate-approved legislation, and to see that the legislation reaches the executive office within two (2) class days of passage.
L. To chair the Spring Organizational Session until the election of the new Speaker.
M. To plan and execute a Senate Orientation Session at the beginning of each semester for members of the Senate, with help from the Speaker, Legislative staff, and any other Senators, as deemed necessary.
N. To do and perform such other duties as may be required by the Constitution and Bylaws of the Student Government.

Rule 2.4 Speaker Removal

The member holding the office of Speaker may be removed from the office of Speaker during any regularly scheduled meeting of the Student Senate at such time as two-thirds (2/3) of the members of the Student Senate present and voting vote in favor of his/her removal from office. Such vote shall be by secret ballot. A member thus removed from the office of Speaker shall remain a member of the Senate.
Rule 2.5  Acting Speaker

The Speaker may call upon a member to assume the duties of presiding officer for a limited period, but in no case shall the period extend beyond adjournment. The member so appointed shall be designated Acting Speaker. In the absence of the Speaker and Speaker pro tempore, the Secretary shall call a member to serve as Acting Speaker.

Rule 2.6  Speaker pro tempore Duties

A. At the discretion of the Speaker, to assist the Speaker in his/her duties.
B. In the absence of the Speaker, to preside, or to call a member to preside as Acting Speaker.
C. To serve as Chairman of the Student Senate Committees on Rules, and to be responsible for maintaining the Governing Documents of Student Government. All updates made to the Governing Documents must be approved by the Speaker of the Senate.
D. To prepare and distribute a comprehensive and current list of all persons appointed by the Student Body President, Student Body Vice President, and Speaker of the Student Senate.
E. If a vacancy occurs in the office of Speaker, to serve as Acting Speaker until such time as the vacancy can be filled.
F. To supervise the activities of the Undersecretary, and insure that Committee Reports are acted upon promptly.
G. At the beginning of each week, to inform Senators of the times and place that each standing committee shall meet, and to provide an electronic copy of each legislative instrument to be heard by the committees.
H. To perform such other duties or functions and to exercise such other powers as may be prescribed by the Constitution, Bylaws, or action of the Student Senate.

Rule 2.7  Election and Removal of Speaker pro tempore

The Speaker Pro Tempore of the Student Senate shall be elected by the membership of the Senate from among the members thereof in the same manner as the Speaker. This election shall be the next order of business following the election of the Speaker. The Speaker pro tempore shall serve for a term of office concurrent with that of the Speaker. Vacancies in the office of Speaker pro tempore shall be filled in the manner of the original selection. The Speaker pro tempore may be removed from office in the same manner as the Speaker.

Rule 2.8  Legislative Staff Titles, Elections, Appointments, Resignation and Removal

A. For the purposes of this rule, officer shall be defined as the Secretary and Undersecretary of the Student Senate, appointed by the Speaker and approved by the Senate. For the purposes of this rule, staff shall be defined as the Parliamentarian, the Sergeant at Arms, the Director of Communications and any additional legislative staff appointed by the Speaker and approved by the Senate.
B. The terms of these officers and staff shall run concurrently with that of the Speaker, however, officers shall serve until their successors have been elected and staff shall serve until their dismissal or until their successors have been appointed.
C. The Secretary, the Undersecretary, Parliamentarian, the Sergeant at Arms, the Director of Communications and additional staff shall be appointed by the Speaker with approval by one half (1/2) of the Senate present and voting.
D. All officers and staff herein listed shall be non-members of the Senate.
E. Any officer or staff member may be removed by a two-thirds (2/3) vote of those Senators present and voting.
F. The Speaker may dismiss only additional legislative staff not specifically named in these rules at will.
Any officer of staff member herein listed shall give ten (10) class days notice prior to resignation during which time advertisement of these positions shall be made in a campus-wide publication and/or broadcast e-mail through the university. The Senate meeting promptly following the resignation of the staff member or officer and the following week of advertisement and deadline, shall be the meeting during which his/her successor is elected.

**Rule 2.9 Secretary Duties**

A. To be responsible for keeping all papers and records of the Senate and to maintain the minutes of the Proceedings and actions of the Senate and be responsible for their accuracy.

B. To announce the receipt of each veto message as received from the Student Body President and to read the same upon the appropriate order of business.

C. To make accessible to each member of the Senate a copy of the order of business.

D. To report each legislative instrument as it is considered by the Senate.

E. To serve as Chief of Staff of the Legislative Branch.

F. To execute all proper orders of the Senate.

G. To call the roll of the Senate on any matters which the ayes and nays are requested as well as keep proper records of membership attendance.

**Rule 2.10 Undersecretary Duties**

A. To receive and process all legislation in a timely manner.

B. To engross all legislation with the action taken and the date of such action taken thereon.

C. To perform proofing of all legislation and to provide correctly formatted copies of all legislation to Senate members and the news media upon request and upon the convening of a Senate meeting.

D. In the absence of the Speaker, Speaker pro tempore, and Secretary, to call a member to preside over the Senate.

E. To maintain files on all legislation including information and data relating to legislation.

F. To maintain a legislative journal which contains all minutes, attendance records, and any roll call votes taken.

G. To maintain a final legislation binder which contains all signed or vetoed copies of legislation in sequential order.

H. To assist the Secretary in the performance of his/her duties.

I. To be responsible for the operation and maintenance of any and all electronic devices including but not limited to hardware and software, that may be deemed necessary for the operations of the LSU Student Senate.

**Rule 2.11 Parliamentarian Duties**

A. To advise the Speaker of the Senate concerning parliamentary procedure.

B. Upon request, to advise any Student Senate committee.

C. To arrange and number the Rules of Order of the Student Senate following any amendment thereto, to effect an orderly and consistent arrangement of the rules.

D. To cause updated copies of the Rules of Order of the Student Senate to be printed and made accessible to each member of the Senate once a semester.

**Rule 2.12 Sergeant at Arms Duties**

A. To assist the presiding officer in maintaining order in the Senate chamber, and upon the request of the presiding officer, to escort any disorderly Senator or member of the gallery out of the chamber.

B. To coordinate and supervise the activities of the Legislative Aides in preparing the chamber for a meeting of the Senate and return it back to its proper order upon adjournment.
C. To receive from the Chief of Staff of the Executive branch a list of all officers to report during Executive Officer Reports and provide this list to the presiding officer before the Senate is called to order.

D. To obtain a list of all members of the public that wish to address the Senate and provide this list to the presiding officer before the Senate is called to order.

E. To help facilitate any and all votes of the Senate.

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**Rule 2.13 Director of Communications and Communication Team Duties**

A. The Director shall lead the Communication Team ensuring that each member of the team carries out the responsibilities to which they were appointed.

B. The Team shall serve Student Government as one organization not as individual branches.

C. Assist the Speaker in any press release, public announcement, and communication with external media sources.

D. To develop new and innovative ways to connect with the student population.

E. The specific duties within the Legislative Branch shall include, but not be limited to:
   1. Manage and coordinate all social media of the Student Senate.
   2. Update the legislative portion of the Student Government website to ensure its continuous accuracy.
   3. Prepare a document during each Student Senate meeting detailing the events of the meeting to be presented to the Daily Reveille.

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**Rule 2.14 Additional Legislative Staff**

A. To serve as assistants to the Speaker and Speaker pro tempore.

B. To fulfill any additional acts requested by the Speaker on behalf of the Senate.

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**CHAPTER 3 Legislation**

**Rule 3.1 Legislative Instruments**

Legislative rules are defined for these rules as one of the following:

A. BILL: A binding statement of the Senate that calls for specific actions to be taken, to include but not be limited to:
   1. Approval of or amendments to the Student Government Budget.
   3. Impeachment.

B. FINANCE BILL: A binding statement of the Senate that calls for the specific action of allocating monies of the Student Government.

C. CONCURRENT RESOLUTION: A binding statement that calls for specific action to be taken concerning appointments or the issuance of a directive, to include but not be limited to:
   1. Confirmation of Presidential Appointments to a Student Government position.
2. Placement of items on a Student Government Election Ballot, including amendments to the Constitution.
3. Establishing permanent and temporary committees from the Senate.

D. RESOLUTION: A non-binding statement of the opinion of the Senate, to include but not be limited to:
1. Recommending action or representing opinion on behalf of the Student Body to the University Administration or State Legislature.
2. Commending individuals or groups for outstanding service or accomplishment.
3. Censure of individuals within Student Government.

E. LEGISLATIVE ORDER: A binding edict that allows the Speaker of the LSU Student Senate to execute actions pursuant to Senate duties to include but not be limited to:
1. Appointing the membership and leadership of the standing committees of the Student Senate.
2. Appointing the membership of the exterior committees under which the Speaker has jurisdiction to appoint.
3. Appointing additional legislative officers and staff, as provided for in Chapter 2 of the Student Senate Rules of Order.

F. EXECUTIVE ORDER: A binding edict that allows the LSU Student Body President to execute actions pursuant to executive duties, to include, but not be limited to:
1. The Executive Charter.
2. The establishment of committees from the President.
3. Allocation of Corporate Sponsorship funds, when deemed necessary by the SG Bylaws.
4. Confirmation of Presidential Appointments to non-Student Government committees.

Rule 3.2 Profiling of Legislation
If a piece of legislation is to be presented at a meeting of the Senate during New Business, the preamble of the legislation shall have been delivered to the Speaker, Speaker pro tempore, Secretary, or Undersecretary at lsusenate@lsu.edu, electronically no later than six (6) before the meeting is to convene.

Rule 3.3 Numbering of Legislation
The Undersecretary shall number each piece of legislation as it is filed in accordance with Rule 3.2.

Rule 3.4 Consideration and Final Action by the Senate
The procedure for consideration of properly pre-filed legislation shall be as follows:
A. FIRST READING: The purpose of the first reading is to introduce the legislation to the Senators.
   1. The author shall read the legislation as it is introduced in New Business, and questions about it will then be answered. There shall be no debate and the Speaker shall refer the legislation to all appropriate committees.
   2. A resolution that offers either a condolence or congratulatory message shall be introduced in Unfinished Business and debated and voted upon following questions for the author.
B. COMMITTEE: The committee(s) to which the legislation has been referred shall be presented the legislation by the author.
   1. The committees shall discuss the legislation and make suggestions on its form and content.
The committees then vote to report upon the legislation favorably, unfavorably, or without recommendation. A Finance Bill must be accompanied by a Finance Bill Information Form provided by the author and signed by the Student Government Coordinator.

C. SECOND READING: If the committee(s) to which the legislation was referred reports the legislation favorably or without recommendation, upon introduction of legislation in Unfinished Business, the author is required to give a reading of the legislation.

D. DEBATE:

1. After the Second reading the author of the legislation shall open General Debate with Opening Remarks about the legislation. The Author may then yield the floor to others if needed and answer any questions. Author’s opening comments shall be limited to five (5) minutes. Questioning shall be limited to ten (10) minutes.

2. During General Debate, the legislation is open for debate and changes may be made.

3. With Bills regarding appropriations, if the amount appropriated is increased by amendment of the Senate, the bill shall be returned to committee by the Speaker for reconsideration.

4. The ranking member of the committee to which the legislation was referred who voted in favor of the legislation shall explain why he/she and the majority of the committee recommended passage.

5. The ranking member of the committee to which the legislation was referred who voted against passage shall explain why the minority of the committee took the action taken.

6. Any other Senator who wishes to debate the pending legislation may seek the floor for debate and may yield to questioning from the Senate at completion of his/her remarks. A fixed time of ten (10) minutes will be allowed for each senator’s recognized turn for debate. A fixed time of five (5) minutes will be allowed for the questioning of each senator’s recognized turn for debate.

7. When all debate is finished the author of the legislation shall be given the floor for Closing Remarks, even when debate has been ended by Calling the Question, in which time the author may yield the floor but no questions may be asked at this time. A fixed time of fifteen (15) minutes will be allowed for the Author’s Closing Remarks. When Closing Remarks are finished, the General Debate is finished.

8. After Closing Remarks is finished, a vote is taken on the legislation.

E. FINAL ACTION: If the legislation is approved by the Senate, the approval is certified by the Speaker and the legislation is forwarded to the Student Body President within forty-eight (48) hours after passage.

**Rule 3.5 Withdrawal**

Legislation being considered by the Senate may be withdrawn by the author at any time before the final vote.

**Rule 3.6 Retyped to Include All Amendments**

All legislation passed by the Senate shall be typed by the Undersecretary to include all amendments adopted by the Senate.

**Rule 3.7 Dilatory Legislation Prohibited**

No dilatory legislation shall ever be allowed for consideration before the Senate.
Rule 3.8  Co-Authors of Legislation

A Senator can become a Co-Author of legislation by any of the following ways:

A. If the Author of the legislation agrees to accept that senator as a Co-Author.
B. If the Author of a piece of legislation accepts an offered amendment as friendly, the Senator who offered the amendment will become a Co-Author of that legislation, if they so choose.
C. If a Senator insists upon an amendment to a piece of legislation, and that amendment passes, the Senator who insisted upon the amendment will become a Co-Author of that legislation, if they so choose.

Rule 3.9  Rights of the Author

A. The Author of a piece of legislation shall be defined as the person whose name appears first on a piece of legislation. Co-Authors shall follow the author’s name in alphabetical order.
B. The author shall have the following privileges exclusively:
  1. To assign another senator to handle a piece of legislation on behalf of the author in his/her absence.
  2. In the consideration of a veto, the author of the vetoed legislation shall have the first response to the president’s veto explanation, and shall be the last person to speak prior to the president’s closing comments, regardless if previous question is called.
  3. In the case of a hostile amendment, the author shall be the first to speak in opposition of the amendment, and shall be the last person to speak in opposition to the amendment prior to the author of the amendment’s closing comments, regardless if previous question is called.

Rule 3.10  Reconsideration

A. Upon final consideration of any bill, resolution, or concurrent resolution, should the instrument fail to be adopted; the author may make a motion to bring the instrument up for reconsideration. The motion shall be debated and voted upon at the beginning of Unfinished Business in the following legislative week.
B. Upon passage of said motion by a majority (1/2) vote, the legislative instrument in question shall be placed into Unfinished Business for that legislative week.
C. No legislative instrument shall be reconsidered if it has been reconsidered once before.

Rule 3.11  Consideration of Executive Orders

The procedure for the consideration of Executive Orders shall be as follows:

A. Executive orders shall be read by the President or his designee upon the appropriate order of business, and questions shall be answered.
B. The Senate shall debate, and then vote upon the Executive Order, which requires a majority (1/2) approval of the Senate present and voting for confirmation.
C. Executive Orders may not be amended without the consent of the President.

Rule 3.12  Designated Authors of Legislation

A. Only senators shall physically write any bills, resolutions, or concurrent resolutions.
B. Only the Speaker of the Student Senate shall physically write any Legislative Orders.
C. Only the Student Body President shall physically write any Executive Orders.
D. The Speaker of the Student Senate and the President of the Student Body shall co-author Student Government Orders.
Rule 3.13  Consideration of Legislative Orders

The procedure for the consideration of Legislative Orders shall be as follows:

A. Legislative Orders shall be read by the Speaker or his designee upon the appropriate order of business, and questions shall be answered.

B. The Senate shall debate, and then vote upon the Legislative Order, which requires a majority (1/2) approval of the Senate present and voting for confirmation.

C. Legislative Orders may not be amended without the consent of the Speaker.

Rule 3.14  Consideration of Presidential Appointments within Student Government

A. All Presidential Appointments within Student Government must be assigned to a Concurrent Resolution authored by a Senator selected by the Speaker of the Senate.

B. The Appointment or the President of the Student Body, in the case that the appointment is unavailable, must be interviewed by the Committee on Rules or the Temporary Committee on Rules.

C. This Concurrent Resolution cannot be amended.

CHAPTER 4
Order of Business

Rule 4.1  Order of Business

The order of business of the Student Senate shall be at the discretion of the Speaker of the Student Senate or as follows:

A. Call to Order

B. Moment of Silence

C. Pledge of Allegiance

D. Induction of New Senators

E. Roll Call

F. Public Input

G. Reading, Correction, and Adoption of the Minutes

H. New Business
   1. All Bills
   2. Concurrent Resolutions
   3. Resolutions

I. Committee Reports
   1. Standing Committees
   2. Student Committees established by the Bylaws
   3. Temporary Committees established by Senate Resolution

J. Delegate Reports

K. Executive Officer Reports

L. Judicial Officer Reports

M. Unfinished Business
   1. Consideration of Veto
   2. Reconsideration
   3. Concurrent Resolutions that pertain to appointments
   4. Finance Bills
   5. Resolutions
   6. All other Concurrent Resolutions
   7. All other bills
Rule 4.2 Priority of Business

A. All questions relating to priority of business shall be decided without debate.
B. All Executive and Legislative Orders are automatically arranged in Unfinished Business, with the exception of any Executive Orders pertaining to the Corporate Sponsorship funds. Those Executive Orders shall be referred to the Committee on Budget and Appropriations.

Rule 4.3 Order of Consideration

All legislation shall be considered in numerical order.

Rule 4.4 Consideration of Appointments to a Senate Seat

Any vacant Senate seat shall be filled by the respective College Council as outlined in Article III Section 5 of the Student Government Bylaws. Once the Committee on Rules has referred an appointment to the floor or the College Council has voted to reconfirm the initial appointment, the appointee shall be approved during Induction of New Senators in the following manner:

A. The Chair of the Committee on Rules shall give a report of the committee’s action. In the event that the appointee is being reconfirmed by the College Council, the President of that College Council shall also give a report of the College Council’s action.
B. The appointee shall give introductory remarks which shall be limited to 5 minutes.
C. The appointee shall yield to and answer questions from the Senate floor which shall be limited to 10 minutes.
D. The appointment shall then be open for standard debate. 10 minutes shall be allowed for each senator’s recognized turn to debate. 5 minutes shall be allowed for questioning of each senator’s recognized turn for debate.
E. The appointee shall then give closing remarks which shall be limited to 15 minutes.
F. The Senate shall then proceed into a vote. Approval of the appointment shall require a simple majority.

Rule 4.4 Consideration of Vetoed Legislation

The Senate shall reconsider any vetoed legislation as the first order of business during Unfinished Business of the following meeting.

Rule 4.5 Effect of Adjournment

If there is an item of legislation being considered for passage by the Student Senate, and the Senate adjourns, then the legislation shall be placed in the category of Unfinished Business and consideration of such item shall be completed before any other instrument may be considered.

Rule 4.6 Time Limit on Public Input

A. Any person signing up for Public Input before a meeting of the Student Senate is called to order shall be allotted a maximum of three (3) minutes in which they may speak.
B. Any member of Student Government giving an Executive or Judicial Officer report or any Senator speaking on proposition or opposition of legislation must obtain approval from
Rule 4.7  Time Limit for Executive and Judicial Officer Reports

Any member of the Executive or Judicial Branches shall be allowed time to report on the status of their respective branch and office with recognition and introduction by the Speaker of the Senate. A fixed time of five (5) minutes will be allowed for each speaker in Executive and Judicial Officer Reports, and ten (10) minutes for the Student Body President, Vice President, and Chief Justice, or his/her designee.

Rule 4.8  Time Limit for Petitions

The total time allocated to each individual member or speaker during Petitions, Memorials, or Other Communications is hereby set at three (3) minutes.

CHAPTER 6
Committees

Rule 6.1  Standing Committees

A. There shall be six (6) standing committees of the Student Senate whose duties respectively shall be to take into consideration all such subjects as properly pertain to the subjects and purposes assigned to them and which may be referred to them by the Senate.

B. The six (6) standing committees of the Senate shall be the following:
   1. Academic Affairs
   2. Budget and Appropriations
   3. Campus Affairs and Sustainability
   4. Student Auxiliaries and Services
   5. Rules
   6. Student Life, Diversity, and Community Outreach

Rule 6.2  Officers and Membership of Standing Committees

A. All officers and members of standing committees of the Senate must be members of the Senate; however, ex-officio members may be provided for elsewhere in these Rules of Order. Unless otherwise provided for in these Rules of Order, no member of the Senate shall serve on more than one (1) standing committee.

B. All members of the Senate must be a member of a standing committee.

C. The Speaker shall appoint no less than eight (8) members to each standing committee (as defined in Rule 6.1) including the appointment of a Committee Chairman and Vice-Chairman.

D. For the Committee on Rules, the Speaker pro tempore must be the appointed chair. The remaining members of the committee shall be the other five (5) standing committee chairs and a vice-chair. The vice-chair of the Committee on Rules shall be appointed by the Speaker from the general membership of the Senate, but shall not be one of the other five (5) standing committee chairs or other five (5) standing committee vice-chairs.
E. In the occurrence that the Senate is not elected to maximum capacity the standing committees may vary from the predetermined numbers.

**Rule 6.3 Ex-officio Committee Members**

All Senate standing committee chairs and members of the Executive Branch shall be responsible for working in cooperation with their respective counterpart.

Ex-officio members of the Student Senate standing committees shall include:

A. The Director of Academics or an equivalent position or his/her designee shall be an ex-officio, non-voting member of the Committee on Academic Affairs.

B. The Director of Athletics or his/her designee shall be an ex-officio, non-voting member of the Committee on Student Auxiliaries and Affairs.

C. The President of the Residence Halls Association, or his/her designee, the Director of Transportation or an equivalent position or his/her designee, the Director of Campus Development or an equivalent position or his/her designee, the Director of Sustainability or an equivalent position or his/her designee, shall be an ex-officio, non-voting member of the Committee on Campus Affairs and Sustainability.

D. The chief financial officer or an equivalent position or his/her designee shall be an ex-officio, non-voting member of the Committee on Budget and Appropriations.

E. The Speaker of the Student Senate shall serve as an ex–officio, non-voting member of all standing committees.

F. The Director of Organization Outreach or an equivalent position or his/her designee, the Director of Student Involvement or an equivalent position or his/her designee, Director of External Affairs or an equivalent position or his/her designee, the Executive Director of the Greek Board of Directors or his/her designee, and the Safety Coordinator will be ex-officio, non-voting members of the Committee on Student Life, Diversity and Community Outreach.

**Rule 6.4 Referral to Standing Committees**

All legislation, except Bills of Impeachment, shall be referred by the Speaker according to the topic matter as hereinafter set forth to one (1) appropriate standing committee listed herein; provided, however that at the time of referral any member may object to the referral and may move to assign the legislation to another committee named in the motion.

A. ACADEMIC AFFAIRS: To this committee shall be referred, in accordance with the rules, all legislation and other matters relating to the following subjects:

1. Academic, educational affairs and programs.
2. University faculty, including any matters before the Faculty Senate.
3. All matters relating to textbooks.
5. Financial aid.
6. Academic issues relating to the Code of Student Conduct.
7. Academic calendar.
8. All in-class issues, including the electronic use policy.
9. Matters relating to LSU Libraries, with the exception of the building hours or maintenance.
10. All matters related to service learning courses.
11. All matters related to enrollment
12. Other matters as ordered by the Student Senate.

B. CAMPUS AFFAIRS AND SUSTAINABILITY: To this committee shall be referred all legislation and other matters relating to the following subjects:

1. All matters relating to on-campus housing, including the Residence Halls, and Greek housing.
2. The construction, demolition, or modification of structures or areas on campus.
3. Facility Planning.
5. The University Master Plan.
6. Issues pertaining to sustainability and conservation.
7. All issues relating to campus parking, traffic, and transportation.
8. All matters relating to campus safety.
9. All matters relating to campus lighting.
10. Other matters as ordered by the Student Senate.

C. BUDGET AND APPROPRIATIONS: To this committee shall be referred, in accordance with the rules, all legislation, and other matters relating to the following subjects:
1. The Student Government Budget Bill.
2. Fiscal affairs of the Student Government, including expenditures by the Student Senate.
3. Budgetary requirements and procedures.
4. Deposit and investment of Student Government funds.
5. Except as otherwise stated in these Rules of Order, salaries of Student Government employees.
6. Revenue raising and revenue measures generally, both of the Student Government and of the College Councils, including Corporate Sponsorship funds and their allocation.
7. Other matters as ordered by the Student Senate.

D. RULES: To this committee shall be referred all legislation and other matters relating to the following subjects:
1. Services of or for the Student Senate, its members and/or its committees.
2. All amendments to any governing document, including the Constitution, Bylaws, Rules of Order, Rules of Court, Election Code, and College Councils’ Constitution.
3. Elections and Election Board.
4. Appointment of persons to office in the Student Government.
5. Caucuses and their formation; these pieces of legislation will be reviewed in a joint committee meeting with the Student Outreach Committee.
6. Other matters as ordered by the Student Senate.

E. STUDENT AUXILIARIES AND SERVICES: To this committee shall be referred all legislation and other matters relating to the following subjects:
1. All matters relating to athletics, including issues related to student ticketing, Tiger Stadium, priority points, and intramural sports.
2. All matters relating to university technology and Information Technology Services.
3. Moodle, MyLSU and TigerMail.
4. LSU Dining, Union Vendors and Chartwells
5. All matters relating to Student Auxiliary Services
6. UREC
7. TigerCASH
8. All matters relating to student fees
9. Other matters as ordered by the Student Senate.

F. STUDENT LIFE, DIVERSITY AND COMMUNITY OUTREACH: To this committee shall be referred all legislation and other matters relating to the following subjects:
1. University disciplinary regulations and all other non-academic matters pertaining to the Student Code of Conduct.
2. Cultural affairs and diversity.
3. All matters relating to minority, international, and first generation students.
4. All matters relating to retention.
5. All matters pertaining to students' constitutional rights and civil liberties.
6. Flagship Agenda
7. External affairs of the Student Government
8. Relations between the Student Government and the state government, the city parish government, other student governments, and national student associations, including, but not limited to the Louisiana Council of Student Body Presidents, the Council of Student Government Associations, the SEC Student Government Conference.
9. Volunteer and community services.
10. Student groups and organizations.
11. Entertainment events and organizations.
12. All matters pertaining to Free Speech Alley.
13. All matters pertaining to First Year Experience.
14. Caucuses and their formation; these pieces of legislation will be reviewed in a joint committee meeting with the Committee on Rules.
15. Other matters as ordered by the Student Senate.

Rule 6.5 Committee Duties

It shall also be the independent duty of each committee each regular session to prepare a strategic plan addressing issues under its purview, due by the third meeting of each regular session. The committee chair shall designate members to conduct research and prepare legislation under the goals of its strategic plan.

Rule 6.6 Regular Committee Meeting

Each standing committee of the Student Senate shall hold regularly scheduled meetings, at least two (2) times a month and in every week in which it is referred legislation. Time and place of the meeting are to be sent in an email via the Student Government listserv and posted on the Senate web site.

Rule 6.7 Joint Committee Meetings

A. If any Senator moves for a piece of legislation to be jointly referred to more than one standing committee, and that motion passes the body by a 2/3 vote, a joint committee meeting between the committees involved must be called.
B. It shall be the duty of the involved committee chairs to designate a meeting time that works for enough of the committees to constitute a quorum.
C. This new joint committee shall act as one committee for the purposes of quorum and the necessary voting percentages. No absences shall be assessed to any Senator that fails to attend this joint meeting, as long as the meeting is at a different time than their original standing committee.
D. The presiding chair shall be the Senator of the committee to which the legislation was originally referred, unless they are an affiliated party to the legislation in question.
E. Joint Committees shall automatically be formed for the following circumstances and shall involve the following committees:
   1. Discussion on the entirety of the Student Code of Conduct, involving the Committee on Academic Affairs and the Committee on Student Life, Diversity and Community Outreach;
   2. Amendments to the Student Technology Fee Plan, involving the Committee on Rules and the Committee on Student Auxiliaries and Services; and
3. Amendments to any governing document that involve finances, involving the Committee on Rules and the Committee on Budget and Appropriations.

**Rule 6.8 Meetings Prohibited while Senate Meets**

No committee can hold regularly scheduled meetings on the same day on which the Senate holds its regularly scheduled meetings.

**Rule 6.9 Consideration of Legislation**

A. No standing committee of the Senate shall consider legislation unless an author is present, unless the Senate directs the committee otherwise.

B. The author of the legislation shall be recognized in opening comments followed by questions.

C. Any member of the committee may be recognized for debate following questions for the author.

D. Once debate has ended or there is a motion for previous question, the author shall give closing comments.

E. The committee will proceed with a roll call vote.

1. An Aye vote means that the senator recommends passage or recommends passage with amendments.
   a. A majority of aye votes indicates that it is the opinion of the committee that the legislation should be passed.

2. A Nay vote means that the senator recommends against.
   a. A majority of nay votes indicates that it is the opinion of the committee that the legislation should not be passed.

3. If neither ayes nor nays have a majority of quorum then the committee shall report without recommendation.
   a. A report without recommendation indicates that the committee was unable to form an opinion.

F. The legislation is placed into Unfinished Business at the next Regular Session Senate Meeting unless the legislation receives a majority nay votes in the committee.

**Rule 6.10 Consideration of Appointments**

Rules 6.10 shall refer to all concurrent resolutions pertaining to Presidential appointments within Student Government.

A. The chair of the committee shall introduce the appointee including the position being appointed to.

B. The appointee shall give opening comments followed by questions from the committee.

C. Any member of the committee may then be recognized for debate.

1. The appointee shall be allowed to respond to each debate if he/she so chooses.

D. The appointee may then ask questions to the committee and give closing comments.

E. Once debate has ended or there is a motion for previous question, the committee will proceed to a roll call vote.

1. If more committee members vote in favor of the appointment than those opposed, the Concurrent Resolution shall be placed into unfinished at the next Regular Session Senate Meeting.

2. If more committee members vote in opposition of the appointment than those in favor, the Concurrent Resolution shall not be considered at the next Senate Meeting.
Rule 6.11 Committee Report

A. Each standing committee shall submit a written report to the Secretary as soon as possible after each committee meeting. The report must list:
   1. The name of the committee.
   2. The date, time, and place of the committee meeting.
   3. Names of committee members present, absent, and proxies.
   4. The number of each piece of legislation and report on it.
   5. The vote by which such report was determined.
   6. An update on the committee’s progress in meeting its strategic plan.
   7. A summary of discussion at the last public forum, if one was held since the last meeting of the Senate.

B. The chair of the committee shall report on the opinion of the committee with regards to all considered legislation.
   1. The committee chair shall report that it is in the opinion of the committee that the legislation should be approved.
   2. The committee chair shall report that it is in the opinion of the committee that the legislation should be approved as amended.
   3. The committee chair shall report that it is in the opinion of the committee that the legislation should not be approved.
   4. When a majority of quorum does not vote to recommend for passage or against then the legislation shall be placed in unfinished at the next regular session Senate meeting. The committee chair shall report the vote counts taken, and that the committee was unable to reach an opinion on the legislation.

C. The report of the committee on each Presidential Appointment shall be one of the following:
   1. Report favorably
      a. The committee is in favor of the appointment being approved.
      b. The Senate will vote to approve or reject the appointment at the next regularly scheduled Senate meeting.
   2. Report unfavorably
      a. The committee is opposed to the appointment being approved.
      b. The President shall be notified that the appointment will not be placed on the agenda for the next Senate meeting, and that it is the opinion of the committee that he/she appoints another candidate for the position.

D. The report of the committee shall be signed by the committee chairman and he shall be responsible for the accuracy of the report.

Rule 6.12 Committee Hearing

No legislation shall be reported by a committee unless an open, public hearing on the instrument has first been held by the committee prior to the meeting of the Student Senate at which the report is to be made, with due notice given an opportunity provided for interested persons to testify for or against the proposal, unless the Senate directs the committee to report the proposal at a meeting of the Senate.

Rule 6.13 Directing Committee to Report

A. No legislation which was referred to a committee shall be acted upon or considered by the Senate until the committee has reported the same; however, a majority of the
voting membership of the Senate may, by motion, direct a committee to report on the
status of legislation, in which case the committee so directed shall report the legislation
as directed.
B. A majority of the members of the Senate may by motion recall legislation from a
committee and discharge the committee from any further consideration of the same, in
which case the legislation shall be resubmitted to another committee as specified in the
discharge motion.

Rule 6.14 Removal for Excessive Absences

A member of a standing committee shall be removed for accumulating a total of three (3)
unexcused absences at the meetings of said committee.

Rule 6.15 Proxy Voting

A. Committee members who are unable to attend a meeting shall be allowed to name a
single proxy twice (2) per semester, selected from other members of the Student Senate
who do not already sit on the same committee as the absent senator, by giving written
notification to the committee chair and either the Speaker or the Legislative Secretary.
B. The senator selected as proxy must also submit written notification to the committee
chair that he will attend the meeting. Proxies may stand in for only one (1) committee
member per committee meeting.

Rule 6.16 Temporary Committees

A. During the annual Spring Organizational Session, the Speaker of the Senate may appoint
no fewer than seven (7), but no more than eleven (11), senators to one and only one (1)
of the following temporary committees:
1. TEMPORARY COMMITTEE ON BUDGET AND APPROPRIATIONS: To this
committee shall be referred the Student Government Budget for the
new administration, the allocation of Corporate Sponsorship funds, as
well as any legislation dealing with finance.
2. TEMPORARY COMMITTEE ON RULES: To this committee shall be
referred all Executive Staff, Election Board, and Judicial Branch
appointments made by the Student Body President and approved by
the Student Senate, as well as any legislation dealing with rules.
B. These temporary committees shall meet between the first and last meeting of the
Spring Organizational Session in order to hear and approve all referred legislation and
appointments.
C. The Speaker pro tempore shall be the Chair of the Temporary Committee on Rules.
D. The Speaker shall appoint the Chair of the Temporary Committee on Budget and
Appropriations.
E. Rules in this Chapter regarding absences shall not apply to Temporary Committees.
F. The membership of these committees shall be dissolved at the conclusion of the Spring
Organizational Session.

CHAPTER 10
Impeachment Hearing

Rule 10.1 Required authors, Introduction, and Classification of Impeachment Bill

A. No Bill of Impeachment shall be accepted without at least a total of one (1) author and
nine (9) Co-Authors.
B. When a Bill of Impeachment is introduced in regular session of the Student Senate, it shall be numbered and deemed to have been classified as New Business for the next regularly-scheduled session.

C. A Bill of Impeachment shall not be considered by any committee.

### Rule 10.2 Senate in Impeachment Hearing

At the next regular meeting after a Bill of Impeachment has been introduced, upon the presentation of the bill during Unfinished Business, the Senate shall be deemed to be in an Impeachment Hearing.

### Rule 10.3 Presiding Officer

A. Except when the Chief Justice of the University Court is being tried, he/she shall preside over the Impeachment Hearing.

B. When the Chief Justice is being tried, the Student Body Vice President shall preside over the Impeachment Hearing.

### Rule 10.4 Order of Procedure

The order of procedure at an Impeachment Hearing shall be as follows:

A. The presiding officer shall take the chair and call the Impeachment Hearing to order.

B. The author of the Impeachment Bill may present his/her opening statement.

C. The accused officer may present his/her opening statement.

D. The author of the bill shall have an opportunity to present his/her evidence, and then take questions from the Senate.

E. The accused shall have an opportunity to present his/her evidence, and then take questions from the Senate.

F. The author of the bill may present his/her closing statements.

G. The accused may present his/her closing statements.

H. The Student Senate shall move directly into a vote on the Bill of Impeachment. A yes vote is to convict, a no vote is to acquit.

I. The presiding officer shall announce the result of the vote.

J. If convicted, the presiding officer shall declare the accused removed from office.

K. If acquitted, the presiding officer shall declare the defendant exonerated.

L. The presiding officer shall step down from the chair and the Student Senate shall return to the next item of Unfinished Business.

### Rule 10.5 Amendment of Bill of Impeachment

At any time during which the Senate is in an Impeachment Hearing, the author of the Bill of Impeachment may voluntarily remove any or all of the charges listed in the Bill.

### Rule 10.6 Vote on Charges by Silent Ballot

The vote on the Bill of Impeachment shall be by silent ballot.

### Rule 10.7 Requirement for Vote that Violation was Committed

A vote to convict shall be rendered by a Senator only if he/she finds evidence clear and convincing after amendments that all charges remaining in the Bill of Impeachment were committed.

### Rule 10.8 Right of Accused to be Held Inviolate
All rights of the accused under the Constitution of the United States of America, the Constitution of the State of Louisiana, the Constitution of the Student Government, the Bill of Student Rights, and the Code of Student Conduct, are to be held inviolate.

**PARAGRAPH 4:** WHEREAS, ALL CHAPTERS NOT LISTED ABOVE DO NOT HAVE ANY AMENDMENTS WITHIN THEM.

**PARAGRAPH 5:** THEREFORE, BE IT RESOLVED BY THE LOUISIANA STATE UNIVERSITY STUDENT SENATE THAT THE AFOREMENTIONED AMMENDMENTS TO THE STUDENT GOVERNMENT RULES OF ORDER BE ADOPTED.

**PARAGRAPH 6:** THIS BILL SHALL TAKE EFFECT UPON PASSAGE BY A TWO-THIRDS (2/3) VOTE OF THE LSU STUDENT SENATE AND SIGNATURE BY THE PRESIDENT, UPON LAPSE OF TIME FOR PRESIDENTIAL ACTION, OR IF VETOED BY THE PRESIDENT AND SUBSEQUENTLY APPROVED BY THE SENATE, ON THE DATE OF SUCH APPROVAL.

**APPROVED:**

_________________________  ________________________
ALEX W. GRASHOFF            JOHN S. WOODARD
SPEAKER OF THE SENATE       STUDENT BODY PRESIDENT

DATE:____________________  DATE:____________________