THE STUDENT SENATE
OF THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE

52nd Legislative Assembly, 2nd Session

SB 52.
AN ACT TO REVISE THE BYLAWS OF THE STUDENT BODY SENATE

Short Title: The Senate ByLaws Revision Act Part 3
Primary Sponsor: Anthony Rizol, College of Business
Secondary Sponsor(s):
Passage:

Whereas, The Bylaws of the Student Senate are the building block to the function, structure, and organization of the Student Body Senate

Whereas, The By-Laws of the Student Senate need to be revised to allow clarification

Whereas, The By-Laws of the Student Senate need to be revised in order to maintain consistency

Whereas, The By-Laws of the Student Senate need to be updated to keep up with current procedural activities

Therefore, be it resolved by the Student Body Senate at the University of North Carolina at Charlotte:

Chapter III, Articles II & - III of the Senate By-Laws is to read:

ARTICLE II. OFFICERS

§3-2.1. Officers of the Senate.

(a) The Officers of the Senate shall be a President Pro Tempore, a Parliamentarian, a Sergeant-at-Arms, a Webmaster, and the Chairs of the Standing Committees, in accordance with the Constitution of the Student Body.

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(b) The President Pro Tempore, Parliamentarian, Sergeant-at-Arms, Webmaster, Chairs of the Standing Committees and any other Officers of the Senate shall be elected from the membership of the Senate once annually by the procedures prescribed outlined by these By-Laws.

(c) The Executive Committee shall set the number of office hours to be kept by each paid Officer. Failure to keep those office hours during the course of a month shall result in a forfeiture of pay for that month.

SECTION 1. Responsibilities of Officers of the Senate

§3-2.2. President Pro Tempore.

The President Pro Tempore shall perform all duties of the President of the Senate when he or she is unable to do so, set the agenda for a General Assembly, and distribute such agendas by 5:00 p.m. the day before a General Assembly is scheduled to occur. He or she will serve as an assistant to the President of the Student Senate. At no time shall the President Pro Tempore serve as an Officer or permanent member of any Standing Committee; rather, he or she shall serve in an advisory role to all Standing Committees.

§3-2.3. Parliamentarian.

The Parliamentarian shall be charged with the assisting the Presiding Officer in the determination of the rules of procedure and the interpretation of the Constitution of the Student Body, the By-Laws of the Student Senate and Robert's Rules of Order Newly Revised. The Parliamentarian shall be a permanent member of the Internal Affairs Committee.

§3-2.4. Sergeant-at-Arms.

The Sergeant-at-Arms shall assist the Presiding Officer in preserving order during General Assembly and at the request of the Presiding Officer shall explain expectations of order to Senators and visitors. The Sergeant-at-Arms shall also secure the doors during a period of closed session. The Sergeant-at-Arms shall also be responsible for escorting individuals and organizations in and out of the Senate Chamber.

§3-2.5. Webmaster.
The Webmaster shall assist the Presiding Officer with operating a display of all Senate business during General Assembly meetings. The Webmaster shall also be responsible for keeping the Senate page of the UNC Charlotte SGA website up to date. The Webmaster shall also operate the SGA suggestion web portal.

§3-2.6. **Committee Chairs.**

The Committee Chairs shall call his or her Committee meetings to order, preside over those meetings, procure copies of legislation referred to their Committee, present the Committee's disposition on each piece of legislation referred to their Committee, report absences of Committee members to the Student Government Association Administrative Assistant to the Parliamentarian and submit an annual report of the Committee's actions to the President Pro Tempore at the last General Assembly of the academic year. Chairs must submit an electronic report to the President of the Student Senate and the President Pro Tempore by noon the day after his or her Committee meeting detailing the Committee's opinions and recommendations for the legislation referred to it.

SECTION 2. **Election and Tenure of Officers of the Senate**

§3-2.7. **Occurrence of Elections.**

(a) Nominations for all elective Offices of the Senate shall be opened at the General Assembly meeting two weeks prior to the inauguration of new Student Government Officials as prescribed in SGS §1-1.10(b).

(b) All elective Offices of the Senate shall be opened for election one week following the opening of nominations for such Offices.

(c) Upon the vacation of an elective Office of the Senate, a special election will be held to fill the Office, with nominations opened at the General Assembly following the vacation, and elections occurring one week following the opening of nominations by secret ballot.

§3-2.8. **Nominations.**

The Presiding Officer shall call for nominations for the Office to be elected. Any Senator may nominate another Senator, and nominations may be closed by a two-thirds vote of the Senators present.

§3-2.9. **Order of Elections.**
Elections for Officers of the Senate shall proceed in the order given in SGS §3-2.1(a). In the event an elective Office of the Senate receives multiple nominations, that candidate elected first shall be withdrawn from consideration from any other offices which he or she may have been nominated for.

§3-2.10. **Elections.**

Each nominee shall speak before the General Assembly. A motion shall determine the length of time for speeches; such a motion shall take place for each Officer position. The Sargent-At-Arms shall keep the time. Nominees will speak in the order in which the Offices are listed in SGS 3-2.1 (a), and in alphabetical order within each Office should an Office receive more than one nomination. Nominees who are not addressing the Senate shall leave the room. Once every nominee has concluded their respective speeches for a particular Officer position, all nominees shall leave the room while all other Senators discuss and debate the qualifications of the nominees. A motion shall determine the length of time for this discussion. The Sargent-At-Arms shall keep the time. Elections shall occur by secret ballot.

§3-2.11. **Tenure.**

Officers shall take office upon their election. All Officers shall serve for one full year, or until their successors have been elected.

SECTION 3. **Removal of an Officer**

§3-2.12. **Removal of an Officer.**

If a Senator does not feel believe that an Officer is performing the duties listed in these By-Laws, the Senator may submit a Petition to remove that Officer from their position. The petition must be signed by a majority of Senators and submitted to the President of the Senate. The Officer may be removed from their position at the meeting special assembly the petition is presented with a two-thirds vote of the Senators present.

SECTION 4. **Order of Ascendance**

§3-2.13. **Order of Ascendance.**

(a) In the absence or incapacity of the Senate President, the President Pro Tempore shall assume the duties of the Presiding Officer. Should the President Pro Tempore be unable to assume these duties, the Parliamentarian shall assume them. Should neither the President Pro Tempore nor the Parliamentarian be able to fulfill the duties of the Presiding Officer in the absence of the
President, the Chair of the Internal Affairs Committee shall assume the duties of the Presiding Officer.

(b) When none of the positions listed SGS §3-2.13(a) are able to mediate a General Assembly, that meeting will automatically break into committee meetings.

ARTICLE III. COMMITTEES

§3-3.1. Establishment of Committees.

(a) The Senate shall have the authority to establish various Committees it considers necessary to the general welfare of the Student Body and essential to its successful operation.

(b) The Senate shall be comprised of six Standing Committees: the Executive Committee; the Academic Affairs Committee; the Internal Affairs Committee; the Organizational Ways and Means Committee; the Publicity and Outreach Committee; and the Student Affairs Committee.

SECTION 1. Standing Committees

§3-3.2. Executive Committee.

The Executive Committee shall be charged with promoting communication between the Standing Committees, discussing and recommending various actions or policies necessary to the proper functioning of the Senate, and performing any duties of the Senate introduced by the President of the Student Body which may require an immediate response.

(a) The President Pro Tempore shall chair the Executive Committee Meetings.

(b) The Executive Committee shall consist of the President of the Senate, the Parliamentarian, the Sergeant-at-Arms, the Chairs of the Standing Committees and one At-Large Member.

(c) The At-Large Member for the Executive Committee will be elected by secret ballot no later than the second General Assembly following Fall Elections.

§3-3.3. Academic Affairs Committee.
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The Academic Affairs Committee shall be responsible for policies regarding academic reform, University academic policy, academic calendar issues and library operations. The Committee shall serve as a liaison between the Senate and the Office of the Provost, the Colleges of the University and the Faculty Council.

§3-3.4. Internal Affairs Committee.

The Internal Affairs Committee shall oversee matters pertaining to the Senate and the Constitution of the Student Body. This may include but shall not be limited to matters relating to the conduct of Senators, the By-Laws of the Student Senate and the Apportionment Act.

§3-3.5. Organizational Ways and Means Committee.

The Organizational Ways and Means Committee shall oversee matters pertaining to the Student Activity Fees entrusted and allotted to the Senate and to the various student organizations, the maintenance of Chapter 4 of these By-Laws (the Financial Procedures Act), and the approval of new student organizations.

§3-3.6. Publicity and Outreach Committee.

The Publicity and Outreach Committee shall oversee matters pertaining to the outreach of the Senate to the Student Body, and may oversee publicity matters pertaining to the Elections Act. This shall include coordinating with the Board of Elections to publicize Student Body Elections in accordance with the Election Act, informing the Student Body of pertinent changes in University policy and the general direction of the Student Government Association Website. Publicity and Outreach is responsible for maintaining community relations within and beyond the UNC Charlotte community. The Publicity and Outreach committee will facilitate opportunities for the legislative branch to fulfill as far as outreach is concerned.

§3-3.7. Student Affairs Committee.

The Student Affairs Committee shall oversee matters pertaining to the personal and social well-being of the Student Body. This shall include student problems and concerns, new student programs, and policy changes. The Committee shall have at its discretion a Student Body Survey, which shall be attached to the ballots of a General Election, in the execution of its duties.

SECTION 2. Special Committees
§3-3.8. **Appointment of Special Committees.**

The formation of a Special Committee may occur at the discretion of the President Pro Tempore, with the advice and consent of the President, or by motion of any Senator with the consent of a simple majority of the Senators present. The President Pro Tempore, with the advice and consent of the President, shall appoint the Chair and other members of the Special Committee, unless the motion creating the Committee specifies some other method of selection.

§3-3.9. **Meetings and General Duties of Special Committees.**

Special Committees shall meet at the discretion of the Chair of such Committee, subject to any conditions which may be stated in the Committee's formation. A Special Committee shall be responsible for the consideration of all questions referred to it by the Senate, for the preparation of legislation as directed by the Senate in its formation or subsequent instructions, and for the preparation of all reports required by these By-Laws or as deemed necessary at the discretion of its Chair.

SECTION 3. **Committee Procedures**

§3-3.10. **Membership of the Standing Committees.**

The President Pro Tempore shall appoint, with the advice and consent of the President, each Senator to one of the six Standing Committees, save the Executive Committee. Each Senator shall be appointed to a Standing Committee **within two weeks of assuming his or her Office within ten days after election.** A Senator may be a member of only one Standing Committee unless specific provisions have been enumerated by these By-Laws. A Senator may only be an Ad Hoc substitute member of a Standing Committee when that Committee does not meet quorum.

§3-3.11. **Committee Meetings.**

Standing Committees shall meet once weekly, pursuant to SGS §3-1.4.
§3-3.12. **Rules of Order Governing Committees.**

(a) A quorum shall consist of a simple majority of the members of the Committee.

(b) Rules of order for the various Committees may be determined at the discretion of the Chair of each Committee, which and may not conflict with the Constitution of the Student Body, these By-Laws, or the most recent edition of *Roberts Rules of Order Newly Revised*.

§3-3.13. **Committee Vice Chairs.**

Each Committee shall elect a Vice Chair no later than the Committee's second meeting of the new academic year. The Committee Vice Chairs shall be responsible for assuming the duties of the Chair of his or her respective Committee in his or her absence, and for keeping the minutes of each Committee meeting.

§3-3.14. **Legislative Disposition.**

Each Committee, upon review of the legislation referred to it by the Presiding Officer, shall prepare a report to be given in General Assembly on such legislation. Committees may not amend, pass, or fail any legislation referred to them during Committee. Rather, Committees shall report favorably, unfavorably, or favorably with any amendments the committees feels are necessary.

SECTION 4. **Committee of the Whole Senate**

§3-3.15. **Dissolution into Committee of the Whole.**

It shall be in order as a privileged motion for any Senator to move to dissolve the Senate into the Committee of the Whole, subject to the approval of a simple majority of the Senators present. In the absence of quorum, the Presiding Officer shall be empowered to declare the Senate dissolved into the Committee of the Whole, pursuant to SGS §3-1.19.
§3-3.16. **Business in Order in Committee of the Whole.**

The Committee of the Whole may consider any main motion which is referred to it by the Senate, or any piece of legislation on the calendar for the present meeting.

§3-3.17. **Chair of the Committee of the Whole.**

(a) When considering a main motion, the President Pro Tempore shall serve as Chair of the Committee of the Whole.

(b) When considering legislation, the Chair of the Committee in which the piece of legislation originated or which has been referred to shall serve as Chair of the Committee of the Whole.

(c) If legislation under consideration originated in General Assembly and has not been referred to a Committee, the President Pro Tempore shall serve as Chair of the Committee of the Whole.

§3-3.18. **Quorum of the Committee of the Whole.**

A quorum of the Committee of the Whole shall consist of one-fifth of all qualified Senators.

§3-3.19. **Debate in the Committee of the Whole.**

Debate in the Committee of the Whole shall not be restricted unless any Senator should so move with the consent of two-thirds of the Committee. All rules concerning the decorum of the Senate shall apply.

§3-3.20. **Reports by the Committee of the Whole.**

The Presiding Officer shall bring before the Senate, in the order reported, all main motions or legislation reported by the Committee of the Whole upon reconvening the Senate, and must be voted on by the Senate.

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Mandates:
Dr. Arthur R. Jackson, Vice Chancellor for Student Affairs
Christine Davis, Associate Vice Chancellor for Student Affairs and Dean of Students
Karen Shaffer, Assistant Vice Chancellor and Director of Student Activities
Adam Burden, Advisor to the Senate
Fahn Darkor, Press Secretary
Niner Times

I hereby certify that this legislation was considered and adopted by the Student Senate of the University of North Carolina in accordance with the Constitution of the Student Body and the By-Laws of the Student Senate on this __________ day of ______________, ____________.

_______________________________________________________
Alexander S. Rodriguez
President Pro Tempore of the Senate

I hereby signify my approval of this legislation as adopted by the Student Senate of the University of North Carolina at Charlotte, this __________ day of ______________, ____________.

_______________________________________________________
Mitchell Daratony
President of the Student Body
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