

Florida Atlantic
University Student
Government Student
Body Statutes

Title IV. Legislative

Chapter 400. Legislative Branch

400.100 Legislative Authority -- The Legislative Branch of Student Government consists of a University Wide Student Senate and individual campus Houses of Representatives. Their powers and duties are delineated in Article III of the Student Government Constitution.

400.110 This Chapter provides general guidelines and procedures for the Student Senate.

400.120 This Chapter provides general guidelines and procedures for all of the individual Campus Houses of Representatives beginning with Chapter 450.

402.100 Organization of the Student Senate – The Student Senate shall consist of three (3) elected at-large Senators from each campus grouping and chaired by the Vice President.

403.100 Session – Each Legislative Session of the Student Senate shall begin on upon the installation of Senators at the first meeting held after certification of the Fall Semester election results and end on the date of last commencement ceremony each semester with the exception of Summer Semester which will end the week before Election Days in the Fall Semester.

404.100 Terms of Office – All members shall be elected in the fall semester elections to seats of one year in length.

404.110 Members shall take office upon installation.

404.120 Installation shall occur on the fifth (5th) day after the election results have been officially published and verified by Student Affairs.

404.200 Members elected to vacant seats in the spring semester elections shall have terms of office until the next fall semester election.

405.100 Membership of the Student
Senate

405.110 The Student Senate shall consist of eleven (11) members; three (3) members from each individual campus grouping.

405.120 Membership Eligibility

- A. Each member must be a student at Florida Atlantic University
- B. Each member must be enrolled for at least fifty (50%) percent of their credits each semester on their respective campuses.
- C. Each member must maintain the Minimum Qualifications for Student Officers as set forth by University Regulations.

406.100 Basic Duties of Members of Student Senate

- 406.110 To represent students in all university-wide matters.
- 406.120 To develop and promote activities of interest to students.
- 406.130 To maintain communication with the student body, SG President, SG Vice President, and Chief Justice on all matters concerning the students of Florida Atlantic University.
- 406.140 To consider all legislation necessary and proper to the Student Body
- 406.150 To override a Presidential veto of any legislation when appropriate.
- 406.160 To serve as the validating body for all SG elections.
- 406.170 Advise and consent, by majority vote, appointments made by the Student Body President.
- 406.180 Approve the appointment of the Chief Justice by a two-thirds (2/3) vote.
- 406.190 Approve and allocate the university wide Activity and Service Fee fiscal budget of the Student Government, as provided by statute.

407.000 Procedures of the Student Senate

407.100 Legislation

- 407.110 The Student Senate shall consider three forms of legislation: bills, simple resolutions, and joint resolutions.
- 407.111 Bills are pieces of written legislation that are proposed and must go before Student Senate for approval. Bills are passed by a majority of members of the Student Senate. Any bill vetoed by the SG President must come up under old business (Vetoed Legislation) at the next scheduled meeting of Student Senate.
- 407.112 Bills refer to any legislation that:
 - a. Creates or abolishes student programs.
 - b. Creates budgets or deals with budget reallocation.
 - c. Approves funding.
 - d. Affects the internal aspects of SG, the University as a whole, or marks a change in the internal structure of SG, and not

- prohibited by the Constitution of Student Government of Florida Atlantic University.
- e. Constitutional and Statute amendments that make revisions of, additions to, and deletions from the SG Constitutions and Statutes. Constitution and Statute Amendments shall take effect after ratification by the Board of Trustees of FAU.
 - f. Impeachments or censures of Student Government officers.
- 407.113 Resolutions pertain to:
- a. vacancy nominations
 - b. commendations
 - c. support, endorsements, or statements of opinion to the university, community, or state activities
 - d. Simple Resolutions are matters that the Student Senate considers.
 - e. Joint Resolutions are matters that the Student Senate and various Campus Houses of Representatives consider.
- 407.114 The length of time that legislation must be posted prior to the Student Senate meeting in which it will be considered will be as follows:
- a. Bills - Seventy-two hours.
 - b. Constitution and statute amendments – seventy-two hours.
 - c. Resolutions- seventy-two hours.
 - d. Standing rules – No posting required.
- 407.115 Every member has the ability to write, propose, and present legislation felt to be necessary and proper to the Student Body.
- i To adequately represent the needs of the Student Body, members must comply with the requirements listed below:
 - a. Each member must submit 1 piece of legislation per semester to adequately represent the needs of the Student Body
 - b. In the event that a member fails to introduce at least 1 bill or resolution in a semester, he/ she shall be required to serve a number of community service hours, as mutually agreed upon with the Speaker of the Senate, the Vice President, or as agreed upon with the leadership of the Senate.
 - c. The last meeting prior to the Fall Semester Election each year marks the end of pending business, and the end of the tenure of the members. The time period requirement begins with the 1st Senate meeting of the semester, ending with the last senate meeting of the semester; and begins once more from the 1st meeting of the 2nd semester and the last meeting of the 2nd semester, continuing throughout the summer semester, culminating in the Fall elections, as mentioned previously.
 - d. In the event that the member fails to complete the volunteer hour agreement within the specified time period, further action will be taken at the discretion of the Senate leadership.

- 407.116 All proposed legislation must be submitted in electronic format acceptable to the Student Senate.
- 407.117 All proposed legislation must include the following:
 - a. Author – person or persons who wrote the legislation.
 - b. Date – calendar date as to when the proposed legislation shall be included on the Agenda.
 - c. Legislation Number – Assigned by the Student Body Vice President
 - d. Title – what the proposed legislation is to be named.
- 407.118 All legislation that is under the jurisdiction of Student Senate shall have the numbering system as SGS — Year —00,01,02,etc.(For example, the first bill of 2007 would be numbered as SGS-2007-00.)
- 407.119 Business may be conducted across semesters but all pending business ends with the last meeting prior to the Fall Semester election each year.
- 407.120 All legislation that is under the jurisdiction of Student Senate shall have the following information sheet that is attached immediately at the end of the proposed legislation.
 - a. This bill _ SGS_ -YR-#_ Passed/Failed on this _ day of _ , (current year) by a vote of _ Yes _ No Abstain as moved by and seconded by .
 - b. This bill is Enacted/Vetoed on this _ day of _ ,(current year) by Signature Student Body President.
 - c. This bill Approved/Sent Back for Reconsideration on this _ day of _ , (current year) by _ Signature Vice President for Student Affairs.
 - d. Received by the Student Court on this _ day of _ ,(current year) Signature Student Court Chief Justice.

year)

407.200 Meetings

407.210 The percent of members of Student Senate attending a meeting to establish a quorum must be fifty (50%) percent plus one (1) of the membership, rounded up.

407.211 The Student Senate shall meet no less than twice per semester. The Student Body Vice President will determine the time, day, and frequency of the meetings.

407.212 All regular meetings of Student Senate must be posted one week prior to the respective meeting.

407.213 The Student Body Vice President shall serve as Chair of the meetings of the Student Senate.

407.214 A The Pro-Tempore of the Senate shall serve as Vice-Chair of the meetings of the Student Senate.

407.214 Special meetings of the Student Senate may be called by the Student Body President or by a majority of the members of Student Senate. Members of Student Senate must be given notice forty-eight (48) hours prior to the special meeting.

407.215 A The Vice-Chair shall serve as the voting Chair of the meetings of the Student Senate in the absence of the Chair.

407.215 No meetings of Student Senate shall take place when classes are not in session.

407.216 A The Pro-Tempore of the Senate shall be appointed from the existing members of the Student Senate and shall be approved by a simple majority vote of the remainder of the Student Senate.

407.216 All meetings of Student Senate must be held on an FAU campus.

407.217 Members of Student Senate can attend meetings in person or through videoconferencing technology. Members may attend meetings by telephone or cell phone only once per semester.

407.218 Agenda -- During regular meetings of the Student Senate, the agenda will be set as follows:

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
- d. Approval of Minutes from previous meeting
- e. Approval of Agenda for the meeting
- f. Guest Speaker(s) – if any
- g. Open Forum -- Any person may address the Student Senate for up to three minutes per individual.
- h. Student Body President's Remarks/Report (5 minute time limit)
- i. Confirmations and Approvals
- j. Student Body Vice President's Remarks/Report (5 minute time limit)
- k. Chief Justice (5 minute time limit)
- l. Program Reports – if any (5 minute time limit each)
- m. Student Government Advisor's Remarks/Report (5 minute limit)
- n. Old Business
 1. Vetoed Legislation

- 2. Tabled Legislation
- 3. Bills on 2nd Reading
- o. New Business –to include all Bills, Resolutions, Amendments, University concerns, and any new ideas.
- p. Open Forum (3 minute time limit per speaker)
- q. Announcements
- r. Final Roll Call
- s. Adjournment

407.300 Process of Legislation

407.310 All legislation received by the Student Body Vice President seventy-two hours (72) before the next regular meeting shall be placed on the agenda.

407.311 The Student Body Vice President has no authority to withhold legislation from the agenda except for the seventy-two hour requirement.

407.312 The legislation on the Agenda shall be placed under New Business and may be approved, not approved, or left under New Business for it to appear under Old Business at the next meeting of the Student

Senate.

407.313 Upon approval by a majority vote of the total active membership of the Student Senate, the legislation is then sent to the Student Body

President for approval or veto. The Student Body President has seven (7) academic days in which to enact or veto legislation. If there is no action on the legislation by the Student Body President for those seven (7) academic days, the legislation shall then be considered enacted and shall carry the force of law.

407.314 Upon approval by the Student Body President, the legislation shall be submitted to the Vice President for Student Affairs for approval.

407.315 If the legislation is vetoed by the Student Body President, the legislation returns to the Student Senate at the next regularly scheduled meeting. A veto may be overridden by a 2/3 vote of the total active membership of the Student Senate. If it is overridden, the legislation shall be forwarded to the Vice President for Student Affairs for approval.

407.316 Enacted legislation that affects the Student Body Statutes shall not be effective until approval by the Vice President for Student Affairs.

407.317 Enacted legislation that affects the Student Government Constitution shall be effective until ratification by a three (3) of the Campus Houses of Representatives, a majority vote in a student body election and by the FAU Board of Trustees.

407.400 Voting Guidelines

407.410 There shall be three (3) responses in which a member of the Student Senate may vote:

- a. For- In favor of the motion or legislation.

- b. Against- Opposed to the motion or legislation..
 - c. Abstention- neither for nor against the motion or legislation. Members must abstain only if there is a distinct conflict of interest other than voting for one's self in a Legislative Cabinet Election.
- 407.411 At all meetings of Student Senate there shall be two types of votes.
- a. Roll call voting –
 - 1. Roll call voting is done by calling out the name of each member of Student Senate. Each Member shall then vote For, Against, or Abstain by saying “Yes,” “No,” or “Abstain” respectively. Only roll call voting will be used when there are bills and amendments to be passed.
 - b. Vote by unanimous consent -
 - 1. Parliamentary motions may be done by the raise of the right hand, signifying either for, against, or abstentions. These motions shall include, but not be limited to: motion for unanimous consent, motion to adjourn the meeting, motion to pass resolutions, etc.
- 407.412 All voting shall be recorded in the Meeting Minutes.
- 407.413 Proxy Voting – The use of Proxy voting shall not be allowed at any time.

407.500 Parliamentary Procedure

407.510 Robert's Rules of Order, Newly Revised shall be the authority only over those questions that have not been specified by general law, university regulations, or by the Constitution of the Student Government of Florida Atlantic University, or the Student Government Statutes.

407.600 Presidential Confirmation Procedures

407.610 The Student Senate shall consider all appointments for positions nominated by the Student Body President after the President's Report to Student Senate. All appointments require a majority vote

of the Student Senate except for the Chief Justice which requires two-thirds (2/3) vote.

407.620 All appointments made by the Student Body President, requiring a confirmation by the Student Senate, must be read into the minutes.

407.630 Once candidates for appointed Student Body Offices have been forwarded to the Student Senate for confirmation, the President shall attach to the Agenda a list of criteria and appropriate documentation

(application, resume, etc.) to support the approval of the candidate.

407.640 Each presidential appointee must be present and available for questioning at the meeting of Student Senate in which they are to be considered.

407.650 The presiding officer shall allow the candidate adequate time to answer questions as well as to address the Student Senate on issues pertinent to his or her confirmation when he/she is called to the floor for confirmation.

407.660 The Student Senate shall act upon appointments within three weeks after submission by the Student Body President.

407.670 No compensation shall be authorized for any officeholder until Student Senate confirmation has occurred.

407.680 Duties, rights and responsibilities for an officeholder, shall vest upon confirmation by the Student Senate.

407.690 The Student Body President may remove appointees to Executive offices by following the procedures outlined in Chapter 524. The Student Body President may not remove appointees to legislative or judicial offices. This may be done only through regular impeachment or recall procedures.

407.700 Absences and Removal from Office 407.710

General Meeting Absences

- a. Each Member of Student Senate must attend all meetings and all committee, board, and council meetings on which he/she serves.
- b. Absences may be excused by a concurrence of a majority of the total active membership of the Student Senate provided that quorum is present. The Senate may excuse absences at its discretion, however, the following reasons, if proved through documentation, must be considered excused:
 1. Religious Holiday.
 2. Severe illness or death in the immediate family.
 3. Medical emergency or documented serious illness.
 4. Jury Duty
- c. A half of an absence will be given if the member misses just the first or last role call at a regular Meeting. If he or she misses both role calls, a whole absence is counted.
- d. An Absence Record of every Senator shall be included in the minutes of every meeting.
- e. Absences shall be counted as follows:
 1. All excused absences shall be considered as 1 point.
 2. All unexcused absences shall be considered as 2 points.
 3. Half absences shall be one-half of the point value otherwise associated with the type of absence incurred.
 4. Once a member reaches 4 points in a single semester that Member shall be considered resigned from office.
- f. Every Member has the right to appeal any absence to the full Student Senate. The member must fill out an Absence Appeal Form and return it to the Vice President and it shall be placed on the agenda for the next regularly scheduled meeting.

- g. The Student Senate shall decide by a majority vote to suspend the absentee policy for an individual when extenuating circumstances occur.

408.000 Procedures for filling vacant seats on Student Senate between regular elections
408.100 Vacancies which occur due to the resignation (voluntary or involuntary through the absence policy) or removal of a member of Student Senate at times other than one month prior to the Fall or Spring Semester elections shall be filled by the following process:

- 408.110 The Student Body Vice President shall notify the Campus Student Body Governor within one (1) week of notification of the vacancy.
- 408.111 The Student Body Governor shall be responsible for advertising the vacancy.
- 408.112 The advertisement of the vacant position must be advertised on the campus that has the vacancy.
- 408.113 The advertisement must be done for a two (2) week time period.
- 408.114 The Governor of the campus with the vacancy shall submit his/her nominee to the Campus House of Representatives for confirmation by a two-thirds (2/3) vote.
- 408.115 The Confirmed Nominee shall be seated immediately after confirmation.
- 408.116 The Oath of Office shall be administered by the Campus Governor.

409.000 Senate University & Budget Appropriations Committee Representative

409.100 Eligibility for Senate UBAC Representative:

- 409.110 Must be a Senate Officer during the legislative session in which he/she is to serve.
- 409.120 There will be three Senate UBAC Representatives, one representing each campus.

409.200 Election and Appointment of Senate UBAC Representative:

- 409.210 When a Senate UBAC position is vacant the Senate must vote on a representative at the earliest convenience.
- 409.220 The Senate is required to become fully aware of the duties, obligations, procedures, goals, and expectations of the position before nominations can occur.
- 409.230 The Chair of the Senate shall call for the nomination and election of a Senate UBAC Representative to serve as a voting member on UBAC.
- 409.240 A majority vote is required to obtain the position.
- 409.250 The Chair can only vote in the event of a tie.

409.300 Requirements of Senate UBAC Representative:

- 409.310 Complete fiscal training at his/her earliest convenience to ensure that he/she is fully prepared to make effective decisions on UBAC.

- 409.400 Powers and Duties of Senate UBAC Representative:
- 409.410 The representative shall be the official voice of the Student Senate on UBAC.
 - 409.420 The representative is a voting member on UBAC.
 - 409.430 Shall submit a report to the Chair of the Senate to be included in the Senate’s agenda one Senate session before the Senate voted on the UBAC legislation.
 - 409.440 The report shall outline the details of the UBAC meetings. Specifically what was discussed, what were the major and minor concerns, evaluation of facts, important information that was stated, analysis, etc. The representative shall send any documentation (UBAC agenda, minutes, reports, presentations, etc.) which was received at the UBAC meeting to the Senate via email.
 - 409.450 The representative must keep the Senate up-to-date on the UBAC budget process timeline by emailing the Senate upcoming dates, deadlines, and UBAC meeting schedules.
 - 409.460 At least one of the Senate Representatives is required to attend the Senate session the Senate votes on the UBAC legislation.
 - 409.470 One open forum and/or ad-hoc committee chaired by one of the representatives is required at 2 days before the Senate voted on the UBAC legislation.
- 409.500 Absences
- 409.510 If the representative fails to attend at least 75% of UBAC meetings, whether it’s excused or unexcused absences, then the representative will concede their UBAC representative position and a new Senator shall be appointed to the position.
- 409.600 Vote of “No Confidence”
- 409.610 A vote of “no confidence” is defined as a vote when members in the Senate are in disagreement or no longer support the actions of the representative due to the failure of the representative to carry out obligations. This vote is carried out when the Senate feels the actions of the representative are detrimental or does not represent the Senate’s voice as a whole.
 - 409.620 A vote of “no confidence shall be moved at any Senate session and immediately voted upon.
 - 409.630 If a majority vote is obtained then the representative is hereby removed from the position, but shall remain a Senator.
 - 409.640 The Chair of the Senate shall vote in the case of a tie.
 - 409.650 Afterwards, an immediate nomination and vote of a new representative shall take place.
- 409.700 Payment
- 409.710 The representative may receive a stipend of no more than \$250 from the Senate Projects Account.
 - 409.720 If a vote of “no confidence” is acquired or the representative fails to attend at least 75% of the UBAC meetings then the representative shall not receive a stipend.

415.000 Decorum and Debate on the Floor of the Student Senate

415.100 No person who is not a Student Senator shall be recognized to speak before the Senate unless the Senate votes by majority to allow such a speaker.

415.101 Only Student Senators shall be allowed on the floor of the Student Senate while the Senate is meeting, except for the SG Advisor.

415.102 The Student Government Advisor and SG Accounting and Budget Manager shall be allowed to speak during debate, other Rules of Procedure notwithstanding, in order to provide information or advice to Senators.

415.103 415.100 and 415.101 shall not apply to individuals invited to address

the Student Senate whose name or purpose of address appears on the Senate Agenda.

415.104 A Senator who wishes to gain the floor shall raise his/her hand and wait for recognition by the presiding officer.

415.105 Any Senator recognized by the presiding officer, shall rise to address the Senate.

415.106 No Senator shall speak a second time unless all other Senators wishing

recognition for the same side of debate (pro/con) have had an opportunity to address the Senate. No Senator shall speak more than twice, unless recognized by the Presiding Officer at his/her discretion.

415.107 A Senator who moves a measure shall have the option of both opening debate and closing debate. Opening debate shall be limited to five minutes. Closing debate shall be limited to two minutes.

415.108 The mover of a measure shall have the option of closing debate in all cases including when a motion passes to cease debate. In such cases, the mover of the measure shall have closing debate after the vote to call the

question and prior to the putting of the question to the body.

415.109 Each round of debate other than closing and opening shall be limited to three (3) minutes.

415.110 Any Senator may yield his/her remaining time to any other Senator except on closing debate. By sitting down after speaking, the Senate

waives the remaining debate time.

415.111 The remaining time on any side of debate(pro/con) on a main or secondary motion shall be returned to that side of debate upon completion of any amendment considered unfriendly by the primary sponsor or the completion of any motion and continue to the next side of debate.

- 415.112 The presiding officer may reduce debate time limits for speakers and/or limit debate on the entire question, whenever necessary. Such a decision of the chair may be overturned by a majority vote of the Senate.
- 415.113 All individuals in attendance of a Senate meeting shall demonstrate the proper respect for the business and procedures of the Student Senate and all other individuals in attendance.
- 415.114 All individuals shall refrain from creating disturbances, especially loud conversation and noise, during official Senate proceedings.
- 415.115 Senate office is a trust to be performed with integrity in the public interest. By personal example and by admonition to colleagues whose behavior may threaten the honor of the Senate, he shall watchfully guard the responsibility of his office and the responsibilities and duties placed on him by the Senate.
- 415.116 A member shall respect and comply with the law and shall conduct himself at all times in a manner that promotes public confidence in the integrity and independence of the Senate. Each member shall conduct himself at all times in a manner that promotes a professional environment in the Senate, free from discrimination.
- 415.117 A member of the Senate shall accept nothing which reasonably may be construed to improperly influence his official act, decision or vote.
- 415.118 A member shall scrupulously comply with the requirements of all laws related to the ethics of public officers.

420.000 Records of the Student Senate.

420.100 All regular or special meetings of the Student Senate shall be digitally recorded by whatever appropriate device.

420.200 This recording shall be transferred to a CD/DVD format and labeled for archiving according to University Library policies and practices.

420.300 Written transcripts/summarization of meeting minutes shall be posted to the SG website for public consumption.

430.000 Three Standing Committees shall be active in the Student Government Senate at all times: The Committee for Audit and Finance, the Committee for Academic and Student Life, and the Committee for Community and Government Relations.

430.100 Each Standing Committee shall be responsible for drafting and for voting on Legislative relevant to each individual Committees' focus topic.

430.200 Each of the three Standing Committees shall be constituted of one Student Government Senator from each campus.

430.300 The Committee Chair of each Standing Committee shall be considered a voting member of the Committee and shall be appointed by the Student Body Vice President and approved by a simple majority of the Senate.

430.310 The remaining Committee Members shall be appointed one at a time by the Chair of each Standing Committee and approved by a simple majority of the Senate.

440.000 The Student Body Vice President may form Ad Hoc Committees as needed.

440. 100 The Student Body Vice President shall appoint Student Government Senators to these Ad Hoc Committees and these appointment shall be approved by a simple majority vote of the Senate.

450.000 Campus Houses of Representatives – The guidelines and procedures described in this chapter shall govern all of the Campus Houses of Representatives. The Campus Houses of Representatives may provide for further guidelines and procedures as stated within their Statutes but cannot change from the basic requirements as stated in this Chapter.

451.000 Legislative Authority – Each Campus House of Representatives shall have legislative authority over their respective campus Student Government only.

452.000 Organization of the Campus Houses of Representatives

452.100 BOCA RATON CAMPUS HOUSE OF REPRESENTATIVES – The legislative body of Student Government that represents the students of the Boca Raton campus.

452.200 BROWARD CAMPUSES HOUSE OF REPRESENTATIVES – The legislative body of Student Government that represents the students of the Broward campuses.

452.300 MACARTHUR CAMPUS HOUSE OF REPRESENTATIVES – The legislative body of Student Government that represents the students of the MacArthur Campus.

452.400 TREASURE COAST CAMPUS HOUSE OF REPRESENTATIVES – The legislative body of Student Government that represents the students of the Treasure Coast Campus.

453.000 Session -- Each Legislative Session of all campus Houses of Representatives shall begin on upon the installation of the members of the House of Representatives at the first meeting held after certification of the Fall Semester election results and end on the date of last commencement ceremony each semester with the exception of Summer Semester which will end the week before Election Days in the Fall Semester.

454.000 Terms of Office – All members shall be elected to seats of one year in length, except for those elected in the Spring Semester elections.

454.100 The total number of seats in each Campus House of Representatives shall be elected in the fall semester elections.

454.200 All seats that are held by Representatives determined by In-House Election or are vacant shall be added to the ballot in the spring semester election

454.300 Members shall take office upon installation.

454.400 Installation for the fall elections shall occur on the fifth (5th) academic day after the election results have been officially published and verified by Student Affairs.

454.450 Installation of Representatives elected in the spring semester elections shall occur on the Monday following Spring Break.

454.500 Members elected to vacant seats in the spring semester elections shall have terms of office until the next fall semester election.

455.000 Membership of the Campus Houses of Representatives

455.100 The individual Campus Houses of Representatives shall consist of five (5) at-large seats plus one (1) seat for every five hundred (500) students enrolled on the specific campus. (For example, if a campus enrollment equals 1300; the campus Senate would have 7 seats. One seat for every five hundred students and five at-large seats.)

455.200 Membership Eligibility

- a. Each member must be a student at Florida Atlantic University
- b. Each member must be enrolled for at least fifty (50%) percent of their credits each semester on their respective campuses.
- c. Each member must maintain the Minimum Qualifications for Student Officers as set forth by University Regulations.

456.000 Apportionment – Each Campus House of Representatives shall be apportioned by the process outlined in the individual Chapter of each Campus Student Government.

457.000 Basic Duties of Campus House of Representative Members

457.110 Representatives are required to attend regularly scheduled House meetings.

457.120 Representatives are required to attend regularly scheduled committee meetings.

457.130 Representatives are required to serve on a minimum of one (1) Standing House Committee.

457.140 Representatives are assigned to an Academic College to represent and bring those concerns to the Campus House of Representatives.

457.150 Representatives must be accessible to attend public meetings and also be readily accessible to the Student Body of which they represent.

457.160 Representatives are required to have a working understanding of the following texts in order to fulfill their position in a Campus House of Representatives

- a. Student Government Constitution and Statutes
- b. Robert's Rules of Order (Parliamentary Procedure) 457.170
To represent students in all campus matters.
- 457.180 To develop and promote activities of interest to students.
- 457.190 To maintain communication with the student body, and Campus Governor on all matters concerning students.
- 457.200 To consider all legislation necessary and proper to the Student Body
- 457.210 To override a Governor's veto of any legislation when appropriate.
- 457.220 Advise and consent, by majority vote, appointments made by a Campus Governor except for Campus Associate Justice which is a two-thirds (2/3) vote.

- 458.000 Procedures of the Campus Houses of Representatives
 - 458.100 Legislation
 - 458.110 The Campus Houses of Representatives shall consider three forms of legislation: bills, simple resolutions, and joint resolutions.
 - 458.111 Bills are pieces of written legislation that are proposed and must go before House of Representatives for approval. Bills are passed by a majority of members of the House. Any bill vetoed by the Campus Governor must come up under old business at the next scheduled meeting of the House.
 - 458.112 Bills refer to any legislation that:
 - a. Creates or abolishes student programs.
 - b. Creates budgets or deals with budget reallocation.
 - c. Approves funding.
 - d. Affects the internal aspects of SG, the University as a whole, or marks a change in the internal structure of SG, and not prohibited by the Constitution of Student Government of Florida Atlantic University.
 - e. Constitutional and Statute amendments that make revisions of, additions to, and deletions from the SG Constitutions and Statutes. Constitution and Statute Amendments shall take effect after ratification by the Board of Trustees of FAU.
 - 458.113 Resolutions pertain to:
 - a. vacancy nominations
 - b. commendations
 - c. support, endorsements, or statements of opinion to the university, community, or state activities
 - d. Simple Resolutions are matters that the Student Senate considers.
 - e. Joint Resolutions are matters that the Student Senate and various Campus Houses of Representatives consider.
 - 458.114 The length of time that legislation must be posted prior to the House meeting in which it will be considered will be as follows:
 - a. Bills - Seventy-two hours.
 - b. Constitution and statute amendments – seventy-two hours.
 - c. Resolutions- seventy-two hours.

- d. Standing rules – No posting required.
- 458.115 Every representative has the ability to write, propose, and present legislation felt to be necessary and proper to the Student Body.
- 458.116 All proposed legislation must be submitted in electronic format acceptable to the House.
- 458.117 All proposed legislation must include the following:
 - a. Author – person who wrote the legislation and their contact information.
 - b. Date – when the proposed legislation shall be included on the Agenda.
 - c. Legislation Number – Assigned by the Campus Speaker of the House.
 - d. Title.
- 458.118 Legislative Numbering - All legislation that is under the jurisdiction of the campus Houses of Representatives shall have a numbering system as follows: Campus Designation followed by HB – the Year — 00,01,02,etc.(For example, the first bill of 2007 for the Boca Raton House would be numbered as BRHB – 2007 - 00.)
 - a. All legislation on the Boca Raton Campus Student Government shall use the “BR” designation.
 - b. All legislation on the Broward Campuses Student Government shall use the “BC” designation.
 - c. All legislation on the John D. MacArthur Campus Student Government shall use the “M” designation.
 - d. All legislation on the Treasure Coast Campus Student Government shall use the “TC” designation.
- 458.119 Business may be conducted across semesters but all business ends with the last meeting prior to the Fall Semester election each year.
- 458.120 All legislation that is under the jurisdiction of a campus House of Representatives shall have the following information sheet that is attached immediately at the end of the proposed legislation.
 - a. This bill Passed/Failed on this _ day of _ , (current year) by a vote of Yes _ No _ Abstain as moved by _ and seconded by .
 - b. This bill is Enacted/Vetoed on this _ day of _ ,(current year) by
 - Signature Student Body Campus Governor.
 - c. This bill is Enacted/Vetoed on this day of____, (current year) by
 Signature_____ Student Body President
 - d. This bill Approved/Sent Back for Reconsideration on this _ day of
 (current year) by _Signature Vice President for Student Affairs.
 - e. Received by the Student Court on this _ day of _ ,(current year)

- Signature Chief Justice Student Court.

- 458.200 Meetings
- 458.210 The percent of members of a Campus House of Representatives attending a meeting to establish a quorum must be 50% plus one of the membership rounded up.
- 458.211 The Campus House shall meet on the day and time as set forth within their Campus Statutes and shall be no less than once per month.
- 458.212 All regular meetings of a Campus House of Representatives must be posted one week prior to the meeting in question.
- 458.213 Special meetings of the Campus House may be called by the Campus Governor or by a majority of the members of the individual Campus House. Representatives must be given notice forty-eight (48) hours prior to the Special meeting.
- 458.214 No meeting of a Campus House of Representatives shall take place when classes are not in session.
- 458.215 During a regular meeting of a Campus House of Representatives, the agenda shall be set as follows: (The individual Campus Houses of Representatives may alter this agenda provided that the agenda is outlined in the Campus Statutes and provides for an Open Forum for students to speak to the House.)
- a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call
 - d. Approval of Minutes from previous meeting
 - e. Approval of Agenda for this meeting
 - f. Guest Speaker(s), if applicable
 - g. Open Forum -- Any person may address the House for up to three (3) minutes per student. Members of the Campus House are not allowed to speak as a part of Open Forum
 - h. Campus Governor's Remarks/Report (5 minute time limit)
 - i. Confirmations and Approvals of Governor
 - j. Student Body President's Remarks/Report (5 minute time limit)
 - k. Student Government Advisors Remarks/Report (5 minute time limit)
 - l. SG Executive Reports (3 minute time limit per speaker)
 - m. Campus Agency Reports (5 minute time limit each)
 - n. Standing Committee Reports (5 minutes time limit each)
 - o. House Forum/Special Order Speeches
 - p. Old Business
 1. Vetoed Legislation
 2. Tabled Legislation
 3. Bills on 2nd Reading
 - q. New Business –to include all Bills, Resolutions, Amendments, University concerns, and any new ideas.
 - r. University Committee and Collegiate reports (3 min. time limit per report)
 - s. Open Forum – 3 minutes per speaker

- t. Announcements
- u. Final Roll Call
- v. Adjournment

458.300 Process of Legislation

- 458.310 All legislation must be received by the Campus Speaker of the House seventy- two hours (72) before the next regular meeting to be placed on the agenda.
- 458.311 The legislation on the Agenda shall be placed under New Business and may be approved, not approved, referred to appropriate standing committee or left under New Business for it to appear under Old Business at the next meeting of the Campus House.
- 458.312 Upon approval by a majority vote of the total active membership of the Campus House, the legislation is then sent to the Campus Governor for approval or veto. The Campus Governor has seven (7) academic days in which to enact or veto legislation. If there is no action on the legislation by the Campus Governor for those seven (7) academic days, the legislation shall then be considered enacted and shall carry the force of law.
- 458.313 Upon approval by the Campus Governor, the legislation shall be submitted to the Student Body President for approval.
- 458.314 If the legislation is vetoed by the Student Body Governor, the legislation returns to the Campus House at the next regularly scheduled meeting. A veto may be overridden by a two-thirds (2/3) vote of the total active membership of the campus House. If it is overridden, the legislation shall be forwarded to the Student Body President for approval.
- 458.315 Upon approval by the Student Body President, the legislation shall be submitted to the Vice President for Student Affairs for approval.
- 458.316 Upon approval by Campus Governor. The Student Body President has seven (7) academic days in which to enact or veto legislation. If there is no action on the legislation by the Student Body President for those seven (7) academic days, the legislation shall then be considered enacted and shall carry the force of law.
- 458.317 If the legislation is vetoed by the Student Body President, the legislation returns to the Campus House at the next regularly scheduled meeting. A veto may be overridden by a two thirds (2/3) vote of the total active membership of the Campus House. If it is overridden, the legislation shall be forwarded to the Vice President for Student Affairs for approval.
- 458.318 Enacted legislation that affects the Student Body Statutes shall not be effective until approved by the Vice President for Student Affairs.
- 458.319 Enacted legislation that affects the Student Government Constitution shall not be effective until ratification by a majority of the Campus Houses of Representatives, a majority vote in a student body election and approved by the FAU Board of Trustees.

458.400 Voting Guidelines

- 458.410 At all meetings of House there shall be three responses in which a member may vote:
- a. For- In favor of the motion or legislation.
 - b. Against- Opposed to the motion or legislation..
 - c. Abstention- neither for nor against the motion or legislation. Members must abstain only if there is a distinct conflict of interest other than voting for one's self in a Legislative Cabinet Election.
- 458.411 At all meetings of House there shall be two methods of votes.
- a. Roll call voting –
 1. Roll call voting is done by calling out the name of each Senator. Each Senator shall then vote For, Against, or Abstain by saying “Yes,” “No,” or “Abstain” respectively. Only roll call voting will be used when there are bills and amendments to be passed.
 - b. Vote by unanimous consent-
 1. House of Representatives motions may be done by the raise of the right hand, signifying either for, against, or abstentions. These motions shall include, but not be limited to: motion for unanimous consent, motion to adjourn the meeting, motion to pass resolutions, etc.
- 458.412 All voting shall be recorded in the Meeting Minutes.
- 458.413 Proxy Voting – The use of Proxy voting shall not be allowed at any time.
- 458.500 Parliamentary Procedure
- 458.510 Robert's Rules of Order, Newly Revised shall be the authority only over those questions that have not been specified by general law, university regulations, or by the Constitution of the Student Government of Florida Atlantic University, or the Student Government Statutes.
- 458.600 Governor Confirmation Procedures
- The Campus Houses of Representatives shall consider all appointments for positions nominated by the Campus Governor after the Governor's Report to the Campus House of Representatives. All appointments require a majority vote of the House except for the Associate Justice which requires two-thirds (2/3) vote.
- All appointments made by the Campus Governor, requiring a confirmation by the House, must be read into the minutes by the Campus Governor.
- Once candidates for appointed Student Body Offices have been forwarded to the House for confirmation, the Governor shall attach to the Agenda a list of criteria and appropriate documentation (application, resume, etc.) to support the approval of the candidate.

Each gubernatorial appointee must be present and available for questioning at a meeting of the Standing Committee of Campus House of Representatives in which they are to be considered.

The presiding officer shall allow the candidate adequate time to answer questions as well as to address the House on issues pertinent to his or her confirmation when he/she is called to the floor for confirmation. The House shall act upon appointments within three weeks after submission by the Campus Governor.

No compensation shall be authorized for any officeholder whose appointment requiring House confirmation until the officeholder has been confirmed.

Duties, rights and responsibilities of the officeholder shall vest upon confirmation by the Campus House.

The Campus Governor may remove appointees to Executive offices by the procedures outlined in Chapter 524. The Campus Governor may not remove appointees to legislative or judicial offices. This may be done only through regular impeachment or recall procedures.

458.700 Absences and Removal from Office 458.710

General Meeting Absences

- a. Each House of Representative member must attend all meetings and all committee, board, and council meetings on which he/she serves.
- b. An excused absence shall include, but not limited to: a serious illness, travel associated with a student organization, a class conflict, or engaged in compensated work (i.e. jury Duty), or community service.

Representatives may only be excused for attending a student organization's function twice per respective organization in one term.

- c. Absences may be excused by a concurrence of a majority of the total active membership of the Campus House provided that quorum is present. The Campus House may excuse absences at its discretion, however, the following reasons, if proved through documentation, must be considered excused:
 1. Religious Holiday.
 2. Severe illness or death in the immediate family.
 3. Medical emergency or documented serious illness.
 4. Jury Duty
- d. A half of an absence will be given if the member misses just the first or last role call at a regular Meeting. If he or she misses both role calls, a whole absence is counted.
- e. An Absence Record of every House of Representative member shall be included in the minutes of every meeting.
- f. Absences shall be counted as follows:
 1. All excused absences shall be considered as 1 point.

2. All unexcused absences shall be considered as 2 points.
 3. Half absences shall be one-half of the point value otherwise associated with the type of absence incurred.
 4. Once a member reaches 4 points in a single semester, that Member shall be considered resigned from office.
- g. The Student Senate shall decide by a majority vote to suspend the absentee policy for an individual when extenuating circumstances arrive.
- h. The individual Campus Houses of Representatives shall have the authority to delineate another procedure for Representatives absences and removal from office in their chapter of the Statutes.

459.100 A proposed Statute Amendment for Titles I through VI and Title XI may be initiated by a Campus House of Representatives by following process.

459.110 The proposed Statute Amendment follows the legislative procedures of the Campus House proposing the Statute Amendment.

459.120 The bill must contain the Campus House's reason and rationale for the proposed change.

459.130 Upon enactment by the Campus Governor, the proposed Statute Amendment shall be forwarded to the Student Body Vice President for inclusion on the agenda for the next meeting of the Student Senate. 459.140 The proposed Statute Amendment then follows the process as outlined in Chapter 101.200.

460.000 Procedures for filling vacant seats on a Campus House of Representatives between regular elections.

460.110 Procedures for the acknowledgement of vacancies and the installation of appropriate replacements shall be conducted as outlined here and within the Campus Houses of Representatives chapters.

460.111 The presence of a vacancy in a Campus House of Representatives must be announced by the Standing Committee of the Campus House of Representatives that has jurisdiction as outlined in their Campus House of Representatives Chapter at a regular House meeting prior to the regular House meeting at which the vacancy replacement will be seated.

460.112 The vacant seat must be advertised for a period of two weeks from the announcement of the vacancy.

460.113 The proposed replacement must meet the seat requirements of the seat they are attempting to fill.

460.114 The Standing Committee that has jurisdiction shall review all applications and make its recommendation(s) to the House.

460.115 At a regular House of Representatives meeting, for each vacant seat for which applicants exist, the Committee shall announce its recommendation(s) to the House of Representatives, after which a motion to approve the recommendation, a motion to postpone the

recommendation until the next regular meeting, and a motion to open the floor to nominations shall be the only motions in order. The motions shall require a majority vote of the Representatives present and voting for passage.

- a. If the motion to approve the recommendation of the Standing Committee fails or the motion to open the floor to nominations passes, the floor shall immediately be considered open to nominations from those who had applied for the said seat at the Standing Committee meeting at which the recommendation was passed, if more than one said applicant exist for the seat in question.
- b. Upon passage of a proper motion to close the floor to nominations, a motion to format shall be in order.
- c. Upon completion of the provisions of the accepted motion to format, the said vacant seat shall be filled from the nominees by a majority vote of the Representatives present and voting.

460.116 All newly In-House Elected Representatives must attend an orientation/training session within two weeks of assuming office.

460.117 All newly In-House Elected Representatives shall have the oath of office given by the Campus Speaker of the House and shall be seated immediately after confirmation.

460.118 The newly In-House Elected Member shall hold that seat until the next regular Student Body election at which that seat shall be placed on the ballot.

460.119 The individual Campus Houses of Representatives may prescribe more exact guidelines for filling of vacancies as long as they do not contradict these statutes.

465.000 Records of the Student Senate.

465.100 All regular or special meetings of the Student Senate shall be digitally recorded by whatever appropriate device.

465.200 This recording shall be transferred to a CD/DVD format and labeled for archiving according to University Library policies and practices.

465.300 Written transcripts/summarization of meeting minutes shall be posted to the SG website for public consumption.

470.000 Establishing Campus House of Representatives Officers

470.100 The following officers shall be elected by a majority of the Representatives via roll call majority vote on each Campus House of Representatives.

470.110 The Speaker of the House
There shall be a Speaker of the House who shall be elected by majority vote of the House from its membership. (S)he shall be the chief legislative officer of the Student Body on each campus and shall perform duties as provided by law.

470.120 House Speaker Pro-Tempore
There shall be a House Speaker Pro-Tempore. After the House Speaker is elected, he/she will solicit and interview interested candidates for the position. The House Speaker shall then select

the top two candidates and have the Campus House elect the House Speaker Pro-Tempore, from these two candidates, by majority vote at their next regularly scheduled Campus House meeting. (S)he shall assist the Speaker of the House and perform duties as provided by law.

470.200 The Campus House of Representatives Statute Chapter may provide for the duties, privileges and manner of selection of other internal officers provided that they do not conflict with this Chapter of Student Body Law.

471.000 Procedures and Process for the Election of the Campus Speaker of the House The first meeting following the Fall Semester election shall be designated as a

“Meeting” of the House of Representatives held on each of the campuses.

471.200 The Campus Governor shall be designated the temporary presiding officer of the meeting.

471.300 Following the inauguration and installation of the new members of the Campus House of Representatives, in the Fall semester, the Campus Governor shall convene and call to order the meeting of the Campus House for the purpose of electing a Speaker of the House. Upon election, the Speaker of the House shall immediately assume the chair and proceed with the election of the House Speaker Pro-Tempore. The House Speaker Pro-Tempore shall assume office immediately upon election.

471.400 The Speaker of the House and House Speaker Pro-Tempore shall be elected from among the membership of the Campus House of Representatives. Election shall require a majority vote in order to elect a candidate. At least three-fourths (3/4) of the Campus House membership must be present for the election to occur.

471.500 The Campus Governor, acting as temporary chairperson, shall have the right to cast a vote for election of the Speaker of the House in such cases where his/her vote would be decisive. The Speaker of the House shall have the right to cast a vote for election of the House Speaker Pro-Tempore in such cases where his/her vote would be decisive.

471.600 Nomination for Speaker of the House and House Speaker Pro-Tempore shall be taken from the floor and shall require a second. Each candidate shall be allowed, in alphabetical order, to address the House for no more than five (5) minutes.

471.700 Upon election, the Speaker of the House and House Speaker Pro-Tempore are to continue in office until their successors are chosen, they resign from office, they are removed from office or until the expiration of their term, whichever shall first occur. The Speaker of the House and House Speaker Pro-Tempore shall take the oath prescribed for Student Body Officers before assuming their House leadership offices. This oath shall be administered by the Campus Governor.

475.000 The Speaker of the House

475.100 Each Campus Speaker of the House shall be vested with the following duties and powers:

- a. The Speaker of the House shall be the presiding officer of the House of Representatives except when he/she chooses to temporarily relinquish

the chair. In such cases, the House Speaker Pro-Tempore shall assume the chair.

- b. Appointment of Committees: The Speaker of the House shall appoint all members to the Campus House's standing committees; such appointments shall be announced during a regular meeting prior to taking effect. A committee appointment may be altered by a majority vote of the House.
- c. Shall appoint, subject to House Confirmation, a House Parliamentarian, a House Secretary and any other appointed positions that may be created by the individual campus Houses of Representatives.
- d. Arranging for meetings: The Speaker of the House shall be responsible for making all arrangements necessary for the weekly meetings of the House including room reservations, clerical procedures for Bills, Resolutions and the Calendar, and the distribution of the Agenda.
- e. The Speaker of the House must announce all House resignations and/or removals within seven (7) academic days of enactment.
- f. Term of Office – Shall serve a term in congruence with the House term that he/she is elected as a Representative and shall assume the powers of chair immediately after his/her election.
- g. The Speaker of the House can also introduce or sponsor legislation.
- h. Shall be responsible for preparing the Legislative Report that shall be published in the Fall and Spring semesters. The report shall include all Bills, Resolutions, and other legislation introduced by the Campus House of Representatives that semester.
- i. Shall create Ad-Hoc Committees of the House and appoint members to them, as necessary.
- j. Shall appoint all Chairpersons of all House Standing Committees
- k. Shall keep accurate House records and maintain a file of all permanent legislation and forward all materials to the Student Court.
- l. May have additional duties and powers as delineated in the individual Chapter of the Student Government Statutes of his/her campus as long as they are not contradictory to this chapter.

475.200 Removal of a Campus Speaker of the House of Representatives

475.210 A Campus Speaker of the House may be removed from his/her office by the following:

- a. Resignation
- b. Impeachment
- c. Recall

475.211 A Campus Speaker of the House may resign his/her office as Speaker and remain a member of the Campus House of Representatives.

475.212 A Campus Speaker of the House may resign his/her office and position as a member of the Campus House of Representatives.

- 475.213 A Campus Speaker of the House may be impeached from his/her office and remain a member of the Campus House of Representatives.
- 475.214 A Campus Speaker of the House may be impeached from his/her office and position as a member of the Campus House of Representatives.
- 475.215 A Campus Speaker of the House may be recalled from his/her position as a member of the Campus House of Representatives.

476.000 House Speaker Pro-Tempore

- 476.100 Each Campus House Speaker Pro-Tempore shall be vested with the following duties and powers.
 - a. In the event of the Speaker of the House's absence or temporary vacancy, the Speaker Pro-Tempore shall act as Speaker during the Speaker's absence for the duration of the absence.
 - b. Shall keep all attendance records of the members of their Campus House of Representatives.
 - c. Shall be responsible for ensuring that Committee Chairs submit a written report for inclusion into the Agenda of the regular House meeting.
 - d. Shall assist the Speaker of the House with administrative duties in relation to the operation of the House.
 - e. May also perform the duties of House Parliamentarian.

476.200 Removal of a Campus House Speaker Pro-Tempore

- 476.210 A Campus House Speaker Pro-Tempore may be removed from his/her office by the following:
 - a. Resignation
 - b. Impeachment
 - c. Recall
- 476.211 A Campus House Speaker Pro-Tempore may resign his/her office as Speaker Pro-Tempore and remain a member of the Campus House of Representatives.
- 476.212 A Campus House Speaker Pro-Tempore may resign his/her office and position as a member of the Campus House of Representatives.
- 476.213 A Campus House Speaker Pro-Tempore may be impeached from his/her office and remain a member of the Campus House of Representatives.
- 476.214 A Campus House Speaker Pro-Tempore may be impeached from his/her office and position as a member of the Campus House of Representatives.
- 476.215 A Campus House Speaker Pro-Tempore may be recalled from his/her position as a member of the Campus House of Representatives.

478.000 Legislative Leadership Meetings

478.100 The Campus Speakers of the Houses of Representatives are authorized to meet at a location of mutual convenience no less than once per semester. 478.200 The purpose of said meetings shall be for information sharing, coordination of legislative activities across all of the campuses and to discuss issues facing the Student Body.

478.300 Any of the Campus Speakers of the Houses of Representatives are allowed to initiate these meetings.

478.400 All meetings shall be open to anyone wishing to attend.

478.500 Legislative Leadership meetings may not issue legislations or resolutions.

480.000 The Campus Houses of Representatives may provide for Standing Committees of their individual Campus House of Representatives as delineated within their chapter of the Student Body Statutes.

481.000 All Standing Committees of each individual Campus House of Representatives shall file written reports of each committee meeting/activity at the next regular meeting of their Campus House of Representatives.

481.100 Each Report shall include:

- a. Member attendance listing
- b. the date and time of the meeting & date and time of next meeting
- c. Amendments to measures before the committee and votes on those amendments
- d. Final votes on measures
- e. The committee's recommendation for House action on all measures referred to the committee.

485.000 Decorum and Debate on the Floor of a Campus House of Representatives 485.100 No person who is not a member of the Campus House shall be recognized to speak before the House unless the House votes by majority to allow such a speaker.

485.101 Only Campus House Members shall be allowed on the floor of the Campus House while the House is meeting, except for the SG Advisor.

485.102 The Student Government Advisor and SG Accounting and Budget Manager shall be allowed to speak during debate, other Rules of Procedure notwithstanding, in order to provide information or advice to House of Representative members.

485.103 Rules 485.100 and 485.101 shall not apply to individuals invited to address the Campus House whose name or purpose of address appears on the Agenda.

485.104 A Member who wishes to gain the floor shall raise his/her hand and wait for recognition by the presiding officer.

485.105 Any Member recognized by the presiding officer, shall rise to address the House.

- 485.106 No Member shall speak a second time unless all other Members wishing recognition for the same side of debate (pro/con) have had an opportunity to address the House. No Member shall speak more than twice, unless recognized by the Presiding Officer at his/her discretion.
- 485.107 A Member who moves a measure shall have the option of both opening debate and closing debate. Opening debate shall be limited to five minutes.
Closing debate shall be limited to two minutes.
- 485.108 The mover of a measure shall have the option of closing debate in all cases including when a motion passes to cease debate. In such cases, the mover of the measure shall have closing debate after the vote to call the question and prior to the putting of the question to the body.
- 485.109 Each round of debate other than closing and opening shall be limited to three (3) minutes.
- 485.110 Any Member may yield his/her remaining time to any other Member except on closing debate. By sitting down after speaking, the House waives the remaining debate time.
- 485.111 The remaining time on any side of debate(pro/con) on a main or secondary motion shall be returned to that side of debate upon completion of any amendment considered unfriendly by the primary sponsor or the completion of any motion and continue to the next side of debate.
- 485.112 The presiding officer, may reduce debate time limits for speakers and/or limit debate on the entire question, whenever necessary. Such a decision of the chair may be overturned by a majority vote of the House.
- 485.113 All individuals in attendance of a Campus House meeting shall demonstrate the proper respect for the business and procedures of the Campus House and all other individuals in attendance.
- 485.114 All individuals shall refrain from creating disturbances, especially loud conversation and noise, during official House proceedings.
- 485.115 Every member shall be within the House Chamber during its sittings unless excused or necessarily prevented, and shall vote on each questions put, except that no member shall be permitted to vote on any question immediately concerning his private rights as distinct from the public interest.
- 485.116 House of Representatives office is a trust to be performed with integrity in
the public interest. By personal example and by admonition to colleagues whose behavior may threaten the honor of the House, he/she shall watchfully guard the responsibility of his/her office and the responsibilities and duties placed on him/her by the House.
- 485.117 A member shall respect and comply with the law and shall conduct him/herself at all times in a manner that promotes public confidence in the integrity and independence of the House. Each member shall conduct him/herself at all times in a manner that promotes a professional environment in the House, free from discrimination.

- 485.118 A member of the House of Representatives shall accept nothing which reasonably may be construed to improperly influence his/her official act, decision or vote.
- 485.119 A member shall scrupulously comply with the requirements of all laws related to the ethics of public officers.

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(IXM)