

# **By-Laws of the Constitution of the Student Senate**

## **Article I. Duties of a Student Senator**

### **Section 1. Meeting Attendance.**

- A. All student senators are allowed two unexcused absence per semester
- B. Student senators are required to attend the full duration of all Senate meetings. If a senator misses a roll call by the Secretary, that senator is to be recorded as absent.
- C. The senator is responsible to inform the Cabinet of his or her future absence in writing by noon on the day of the missed meeting.
  - A. Extenuating circumstances may be considered if the absence is unforeseen.
- D. Regardless if a senator misses a roll call, they still may make motions, discuss, and vote.

### **Section 2. Serving on Committees**

- A. All Student Senators must serve on at least one (1) Student Senate committee-
- B. All Student Senators must attend the full duration of all committee meetings, unless excused by the chair, who shall decide the excuse policy for their committee.

### **Section 3. Attendance Hours**

- A. The student senator must work two (2) hour at the polls for spring elections if that senator is not an officer candidate for election.
- B. The student senator must work at the polling places during special elections, referendums, etc., as directed by the Elections Committee Chairperson.
- C. Any student senator who serves as an officer or Cabinet member must serve one (1) assigned office hour a week and one (1) office hour at their leisure between the hours of 8 am – 10 pm.
- D. Student Senators must serve one (1) office hour per week between the hours of 8 am – 10 pm.

**Section 4.** Senators must follow through with all activities and commitments they sign up for.

**Section 5.** Failure to comply with these requirements shall result in appropriate discipline procedures administered by the Chief Justice.

## **Article II. Discipline Procedures.**

**Section 1.** Any violation of the Constitution or Bylaws, the Millersville University Student Code of Conduct, or failure to perform the duties and responsibilities of a Student Senator shall result in the dismissal of one's position.

**Section 2.** Any Senator may bring to the attention of a Cabinet member a violation specified in Section 1 of this Article.

**Section 3.** Each violation, as defined in Section 1 of this Article, shall result in one strike against a senator.

**Section 4.** The Chief Justice shall keep list of the number strikes for each senator.

**Section 5. Accountability**

- A. All Senators will be issued a warning after their first violation informing them of their offense. Further violations will result in a strike.
- B. The first strike will result in a discussion regarding the issue with the senator by the Chief Justice. If there is a conflict of interest with the Chief Justice, the President or another person approved by the Cabinet if there is a conflict of interest with the President will preside.
- C. The second strike will result in a discussion regarding the issue with the accused senator, Chief Justice, and President.
- D. The third strike may result in dismissal, following the procedure outlined in Article VI of the Constitution.

**Section 6. Probation**

- A. Any member of Senate, who fails to meet the GPA requirements specified in Article III Section 2 subsection B, will be placed on probation for a period of one semester.
- B. While on probation, the senator may maintain his or her individual representative seats.
- C. If the senator does not reach the GPA specified in Article III Section 2 subsection B by the conclusion of one semester, they will be removed from Student Senate.

**Section 7.** Nothing in this Article shall be construed to deny the power of any senator to initiate impeachment proceedings as defined in Article VI of the Constitution.

**Section 8.** A senator may appeal a warning or strike to the Cabinet. The decision made by the Cabinet is final.

**Article III. Committees**

**Section 1.** Attendance policies of committees shall be determined and written by the Chair of the committee. These policies shall be clearly communicated at the first committee meeting of each semester.

**Section 2.** Committee members who fail to attend shall be reported by the committee Chairperson to the Secretary.

**Section 3.** Committee members may be removed from a committee for any reason by a two-thirds vote of the committee present.

**Section 4.** Appointed committee members may be removed by the Chairperson of that committee.

**Section 5.** Committee Chairs shall submit a report after each meeting to the Secretary detailing who attended, what was discussed, and any action taken.

## **Article IV. Advisors**

### **Section 1. Faculty and Staff Advisors**

- A. During the turnover meeting, the advisor(s) for the Student Senate shall be elected by the Student Senate on an as needed basis from the faculty or administrative staff. The advisor(s) will join the Vice President for Student Affairs, or their designee, as the Senate's advisors.
- B. The elected advisor(s) shall serve a term of one year and may seek reelection if he/she/they so desires.

### **Section 2. Trustee Advisor**

- A. The Student member of the Millersville University Council of Trustees shall be the Student Senate's Trustee Advisor, and who shall have all the privileges of a Student Senator except not having the privilege to vote, but shall have no other responsibility other than advising the Senate on matters relating to the Council of Trustees.
- B. The term of the Trustee Advisor shall be the same as the term for the Student Trustee.

## **Article V. Cabinet**

### **Section 1. Duties of the Cabinet Members**

#### **A. President**

- 1. Shall preside at all meetings.
- 2. May create ad hoc committees and appoint members to those committees.
- 3. Shall represent the will of the student body on University occasions.
- 4. Shall be an ex-officio member of all committees.
- 5. Shall act in the welfare of the student body upon approval of the Student Senate.
- 6. Shall nominate a Chief Justice to be approved by a majority of the Student Senate.
- 7. Shall oversee the planning of the Student Leadership Conference with the Vice President for Student Organizations and the Center for Student Involvement and Leadership.
- 8. Shall have the ability to issue warnings and strikes to Cabinet and their options for appeal.
- 9. Shall have the power to call special meetings with approval from the Executive Board.
  - a. Student Senators have the power by petition of one-half of the Student Senate to call special meetings. Providing one week's notice prior to the special meeting to all Senators.
- 10. Shall perform other duties assigned by the Senate.

#### **B. Vice President for Student Organizations**

- 1. Shall Serve as Chairperson of the Constitution Committee.

2. Shall be responsible for the Student Senate Constitution.
3. Oversee all clubs and organizations.
4. Assist with the student organization registration process in conjunction with the Center for Student Involvement and Leadership.
5. Oversee the planning of the Student Leadership Conference with the President and the Center for Student Involvement and Leadership.
6. Shall perform other duties assigned by the President.

C. Vice President for Finance

1. Shall keep a record of all funds of the Student Senate.
2. Shall be responsible for the paying of bills.
3. Shall be responsible for all property of the Student Senate.
4. Shall serve as Chairperson of the Finance Committee.
5. Shall submit to the Student Senate and its advisers a monthly financial report.
6. Shall handle the Allocations process.
7. Shall perform other duties assigned by the President.

D. Vice President For Advocacy and Outreach

1. Shall preside over meetings in the absence of the President.
2. Shall serve as Chairperson of the Student Concerns Committee.
3. Shall orchestrate and execute Town Halls.
4. Shall oversee all university committees.
5. Shall perform other duties assigned by the President.

E. Chief Justice

1. Shall be responsible for having a working knowledge of the current edition of Robert's Rules of Order and shall advise the Student Senate on matters concerning parliamentary procedure.
2. Shall maintain a list of all standing orders, activities, and main motions that the Senate approves.
3. Shall be responsible for overseeing constitutional and financial audits.
4. Shall be responsible for maintaining a list of Senators and their fulfillment of their responsibilities.
5. Shall be responsible for the issuing of warnings and strikes to senators and their options for appeal.
6. Shall serve as the Auditing Committee Chairperson.

F. Director of Marketing

1. Shall send out timely notices of all regular and special meetings.
2. Shall handle all external correspondence of the Student Senate.
3. Shall serve as Public Relations Committee Chairperson.
4. Shall be responsible to maintain communication with student media.
5. Shall be responsible for all social media accounts of the Student Senate.
6. Shall be responsible for the publication of the Student Senate newsletter entitled The Forum.

G. Director of Membership

1. Shall be responsible for the recruitment and retainment of student senators.

2. Shall be responsible for the training of all new student senators.
3. Shall be responsible for updating the student senator handbook as needed.
4. Shall act as chairperson of the Elections Committee and Membership Committee.
5. Shall maintain a list of current Senators and their mailing address, phone, and email address.

H. Secretary

1. Shall prepare and keep a record of all proceedings.
2. Shall make public and submit minutes of meetings to the Student Senate members and advisors within five (5) days following the stated meeting.
3. Shall act as historian for the Student Senate.
4. Shall keep all Student Senate documents in order.
5. Shall maintain a list of committees and their members, and shall receive all committee reports.
6. Shall submit a weekly report to the Chief Justice detailing excuses and committee attendance.

**Section 2.** All business to be brought before the Student Senate must first be brought before the Cabinet and entered on the agenda for the Student Senate meeting.

**Section 3.** In those cases where urgent business necessitates immediate action, a two thirds majority Cabinet shall have the authority to make decisions on behalf of the Student Senate when a quorum of senate is unable to be achieved.

**Section 4.** Senator absenteeism.

- A. If a student senator expects to be absent from a scheduled meeting of Student Senate, the senator must submit a letter to the Cabinet prior to the Cabinet meeting. The Cabinet is charged with determining whether the absence is excused or unexcused.
- B. If a student senator is not able to anticipate or contact the Cabinet, the President of the Student Senate and the Chief Justice shall decide if the absence is excused or unexcused.
- C. The following, although not all-inclusive, are guidelines for acceptable reasons for excused absences. Excused absences according to Millersville University absence policy.
  1. Death in the family.
  2. Family emergency
  3. Religious observances.
  4. Participation in University varsity sports.
  5. Any approved Registrar's excuse.
  6. Academic Requirements, such as review or study sessions.
  7. Work conflicts
- D. Regardless of who made the determination on an absence, the Chief Justice shall inform the senator in writing whether they were excused or unexcused, and they shall keep a copy of that letter.
- E. A Senator may appeal an unexcused absence at Cabinet meetings and their decision is final.

## Article VI. Senator Positions

- A. All Senators will maintain their position until the fall elections, at which point they must be elected into the same position or a new position.
  - 1. If a Senator is unable to fulfill the duties of their position due to extenuating circumstances, they may resign to general membership at the discretion of the Cabinet.
- B. Student Life Senators (7)
  - 1. These senators shall serve as the liaison between Student Senate and the area of student life that they represent.
    - a. Housing Representatives (2)
      - i. This representative is not required to live in a Residence Hall.
      - ii. This representative shall remain in contact with the area coordinators.
    - b. Student Lodging Representative (1)
      - i. This representative shall remain in contact with the Student Lodging Office.
      - ii. This representative is not required to be a tenant of Student Lodging Inc.
    - c. Dining Representative (1)
      - i. This representative shall remain in contact with the Office of Dining Services.
      - ii. This senator is responsible for coordinating at least two dining meetings per semester.
    - d. MUPD Representative (1)
      - i. This representative shall remain in contact with the Millersville University Police Department.
    - e. Commuter Representative (1)
      - i. This representative shall remain in contact with the individual in the Housing Office responsible for commuter relations.
      - ii. This representative shall remain in contact with the president of the Commuting Student Association.
      - iii. This senator is not required to be a commuting student.
    - f. Campus Environment Representative (1)
      - i. This representative shall remain in contact with the Director of Safety and Environmental Health.
- C. Academic Senators (6)
  - 1. These senators shall serve as the liaison between Student Senate and the academic area that they represent.
  - 2. These senators shall remain in contact with the Dean or Director of the academic areas that they represent.
  - 3. These senators are not required to be enrolled in the academic areas that they represent.
    - a. Honors College Representative (1)
    - b. School of Education Representative (1)

- c. School of Humanities Representative (1)
  - d. School of Science and Mathematics Representative (1)
  - e. School of Graduate and Professional Studies Representative (1)
  - f. Exploratory Representative (1)
- D. Administrative Senators (5)
- 1. These senators shall serve as the liaison between Student Senate and the offices they represent.
    - a. Registrar's Representative (1)
      - i. This student shall remain in contact with the Registrar's Office.
    - b. Information Technology Representative (1)
      - i. This student shall remain in contact with the office of Information Technology.
    - c. Library Representative (1)
      - i. This student shall remain in contact with the librarians.
    - d. Financial Representative (1)
      - i. This student shall represent Financial Aid and the Bursar's Office.
    - e. General Administrative Representative (1)
      - i. This student shall address questions and concerns pertaining to offices not specified above.
- E. Special Events Senators (2)
- 1. Two senators shall serve as the chair of special events as needed throughout their term. (Special events include, but are not limited to: BSGP, The concert, etc.)
  - 2. These senators will have the same duties as general members when not serving as the chair of a special event.
- F. Fundraising Senators (2)
- 1. These senators shall work together to plan and execute fundraisers.
- G. General Membership (20)
- 1. These senators shall serve as Student Senate general members.

## **Article VII. Constitution Committee**

**Section 1.** All powers set forth in Article IV; Section 2 (Organizations) of this Constitution shall be delegated to the Constitution Committee.

**Section 2.** All Student Senate Constitution and Bylaw changes must first be reviewed and approved by the Constitution Committee before going to the full Senate.

### **Section 3. Temporary Status**

- A. The Constitution Committee shall have the power to recommend new student organizations for temporary status.
- B. Student organizations requesting temporary status must file a completed petition and a constitution with the Constitution Committee.
- C. After approval by the Constitution Committee of the petition and the constitution, the Student Senate will vote on granting Temporary Status, and if approved the organization

shall submit a list of officers to the committee and register with the Center for Student Involvement and Leadership office within two (2) weeks.

- D. Student organizations on temporary status may hold an account with Student Services Inc., have a mailbox at the Student Memorial Center, and they may use campus facilities for organizational meetings and functions.
- E. Temporary status must last for at least one (1) calendar year and at most two (2) years from the date Student Senate grants temporary status.
- F. If denied temporary status, organizations may appeal the decision of the Constitution Committee. Organizations must file an appeal within three (3) business days of the initial decision.
  - A. An Organization has one (1) opportunity to appeal the decision of the Constitution Committee.
  - B. If the appeal is denied, the organization must wait six (6) months to reapply for temporary status; which begins on the date of the denied appeal.
- G. Upon completion of temporary status, the organization must have a review hearing before the Constitution Committee in order to gain permanent status, with approval of the Student Senate.

#### **Section 4. Permanent Status.**

- A. Organizations on permanent status must hold an account with Student Services, Inc. in order to receive funds. They may have a mailbox at the Student Memorial Center and may use campus facilities.
- B. A current list of officers and advisors must be submitted to the Center for Student Involvement and Leadership and to the Constitution Committee Chairperson within the first six (6) weeks after the organization's elections or any change in officer or adviser position has occurred.
- C. Constitutional revisions of all student organizations shall be subject to the approval of the Student Senate, upon recommendation of the Constitution Committee, before becoming effective.
- D. If any organization wishes to change its name, it must be done through the Vice President of Student Organizations, which will then be voted on by Senate. If further explanation is needed the issue can be sent back to Constitution Committee.

#### **Section 5. Probation.**

- A. Organizations failing to supply a current list of officers and advisors within the first six (6) weeks after the organization's elections or any change in officer or adviser has occurred will be placed on probation by the Constitution Committee with the approval of Student Senate for one (1) calendar year.
- B. An appeal may be made to the Audit Constitution Committee within three (3) business days of the date of the notification of probation.
- C. Any organization, which does not abide by its own constitution, shall have a hearing with the Constitution Audit Committee, which shall then determine a disciplinary procedure to be approved/amended by the Student Senate.

- D. Any organization on probation may be subject to the following restrictions in accordance with the Audit Committee guidelines.
  - 1. The funds of the organization shall be frozen at Student Services after all outstanding debts of the organization have been paid.
  - 2. The organization may not use any campus facilities without the written permission of the Audit Committee Chairperson.
  - 3. Following the probationary period, the organization must submit a petition to the Audit Committee. The petition must be approved by Student Senate before the organization may be removed for from probationary status.
- E. One (1) calendar year from the date of placement on probation the organization must complete the form entitled Request for Probation Removal and return to the Chief Justice.
  - 1. A joint hearing will be conducted with the Student Senate Constitution Committee, Finance Committee and the Audit Committee.
  - 2. Organizations that fail to request for removal from probation six (6) months following the one (1) year calendar date, will lose recognition from the Student Senate.

#### **Section 6. Inactive Organizations**

- A. Any organization that does not register with the Center for Student Involvement and Leadership for two years in a row shall have their recognition be withdrawn automatically.
- B. Any organization that does not submit a petition within one year after becoming eligible to be removed from probation shall automatically have their recognition be withdrawn.
- C. The process to revive a no longer recognized organization shall be the same as creating a new organization.

**Section 7.** The Constitution Committee, upon the approval of the Student Senate, shall enact any necessary policies, not conflicting with this Constitution or By-Laws, for the efficient operation of Student Organizations.

#### **Section 8. Membership**

- A. Membership of the Constitution Committee will be limited to twelve (12) members with at least eight (8) of whom will be senators.
- B. Six (6) members will be appointed by the Chair and six (6) members will be filled by an election within the full Senate with a simple majority rule.
- C. No member shall be the president of another organization in which directly submits their constitution to the Student Senate.
- D. Vacancy created by an elected member must be replaced by an in-house election and a vacancy created by an appointed member will be filled by another appointment.
- E. The committee may remove any member for any reason it considers reasonable by a two-thirds (2/3) majority vote within the full committee.

## **Article VIII. Finance Committee**

**Section 1.** All powers set forth in Article IV; Section 3 (Finances) of this Constitution shall be delegated to the Finance Committee.

**Section 2.** The Finance Committee, upon approval of the Student Senate, shall enact any necessary policies, not conflicting with this Constitution and/or Bylaws, for guiding how and why money can be allocated, and the operation of the committee.

**Section 3.** If an organization wishes to request an emergency allocation, but was represented by another organization during spring allocations, the other organization must request the emergency allocation.

**Section 4.** All organizations or clubs whose recognition is withdrawn by Student Senate immediately forfeit any money in their allocated accounts to the Unallocated Funds Account administered by the Finance Committee.

### **Section 5. Membership**

- A. Membership on the Finance Committee shall be limited to twelve (12) members with at least eight (8) being senators.
- B. Six (6) of the members will be appointed by the Chair and six (6) will be elected in an in-house election with a simple majority rule.
- C. Vacancy created by an elected member must be filled by an election within the full Senate and a vacancy created by an appointed member will be filled by another appointment.
- D. The committee may remove any member for any reason it considers reasonable by a two-thirds (2/3) majority vote within the committee.

## **Article IX. Audit Committee**

**Section 1.** The Audit Committee, upon approval of the Student Senate, shall enact any necessary policies, not conflicting with this Constitution and/or Bylaws, for guiding how and when audits will take place, grounds for probation, as well as for appropriate sanctions in the case that organizations misappropriate allocated funds.

**Section 2.** The Audit Committee shall be responsible for:

- A. Financially auditing organizations that allocate money based on a three year rotating plan established by the Audit Committee.
- B. Auditing the constitutions of all student organizations and proposing improvements to those organizations upon approval of the Student Senate.
- C. Investigating grievances issued by students or student organizations regarding an organization's constitution or finances and reporting their findings to the Student Senate for appropriate action.

- D. Proposing appropriate sanctions, including probation, to the Student Senate for approval.
- E. Evaluating the probationary statuses of organizations and their options for removal from probation.

### Section 3. Probation

- A. Any organization, which does not abide by its own constitution or the Finance Committee guidelines, shall have a hearing with the Audit Committee, which shall then determine a disciplinary procedure to be approved/amended by the Student Senate.
- B. Any organization on probation may be subject to restrictions in accordance with the Audit Committee guidelines.
  - 1. The funds of the organization may be frozen at Student Services after all outstanding debts of the organization have been paid.
  - 2. The organization may not use any campus facilities without the written permission of the Audit Committee Chairperson.
- C. An appeal may be made to the Audit Committee within three (3) business days of the date of the notification of probation.
- D. Following the probationary period, the organization must complete the form entitled Request for Probation Removal and return to the Chief Justice. A hearing will be conducted with the Audit Committee to discuss the removal from probation. Upon approval of the Audit Committee, the form must then be approved by the Student Senate before the organization may be removed from probationary status.
- E. Organizations who fail to request for removal from probation six (6) months following the end of the probationary period, will lose recognition from the Student Senate.

### Section 4. Membership

- A. Membership of the Audit Committee will be limited to six (6) nine (9) members.
- B. The Vice President of Finance and the Vice President of Student Organizations will automatically hold a position on the Audit Committee. Both Vice Presidents can send a designee in his/her place.
- C. One (1) two (2) member shall be a member of the Finance Committee appointed by the Vice President of Finance.

D. One (1) two member shall be a member of the Constitution Committee appointed by the Vice President of Student Organizations.

E. Two (2) member shall be Student Senators appointed by the President of the Student Senate who do not have to be members of the Constitution or Finance Committees.

F. Vacancy created by an appointed member will be filled by another appointment by their respective appointer.

G. The committee may remove any member for any reason it considers reasonable by a two-thirds (2/3) majority vote within the full committee.

## **Article X. Elections Committee**

**Section 1.** The Chairperson of the Elections Committee shall be appointed by the President of Student Senate.

**Section 2.** The Elections Committee shall be formed at the first meeting of October, and shall be, at minimum, composed of all student senators who will graduate by August of the following year.

**Section 3.** Elections Committee members may not be candidates in elections decided by the student body. Also, he/she may not campaign for a candidate on Election Day.

**Section 4.** The Election Committee shall be responsible for:

- A. Setting up the online voting system and maintaining it throughout the election.
- B. Ensuring that the online voting system functions properly.
- C. Setting up at least two computers at each polling place.
- D. Tallying write-in votes if necessary.
- E. Reporting the election results.
- F. Setting up an alternate balloting system, preferably paper, to be used only in the event that the online system fails or is inaccessible.
- G. Setting up a discussion between the officer candidates at a time agreed upon by those candidates and the Election Committee.

**Section 5.** The Elections Committee is responsible for approving all nominations.

**Section 6.** Protest.

- A. The Elections Committee and at least one (1) Student Senate adviser are responsible to reexamine vote tallies.
- B. The Elections committee shall handle protesting of elections according the procedures set out in Article VII, Section 3 of the Bylaws.

## **Article XI. Election Regulations**

### **Section 1. Polling Places.**

- A. There shall be at least two (2) polling places during elections.
- B. The online voting system shall be available from midnight until 11:59 p.m. There shall be no campaigning at or within thirty (30) feet of a polling station.
- C. Any currently enrolled student may vote at any of the polling places.

### **Section 2. Election Codes.**

- A. The order in which the names of candidates will appear on the ballots will be made randomly.
- B. One sample ballot and the profile of each candidate will be displayed at each polling place.
- C. Tally sheets, and name lists are to be sealed in an envelope and stored in the Office of the Vice President for Student Affairs.
- D. Any candidate may request permission (within one week from Election Day) from the Elections Committee Chairperson to reexamine vote tallies.
- E. A write-in candidate must receive a minimum of ten (10) votes to be considered for election to a Senator/Officer position.
- F. Rules concerning balloting:
  - 1. Each student must enter his/her valid Millersville I. D. number before voting.
  - 2. Solicitation of votes within thirty (30) feet of a polling place is prohibited. No campaign material may be within thirty (30) feet of polling places.
- G. Rules concerning campaign materials.
  - 1. Signs may be placed on student bulletin boards. All signs in the residence halls must be approved by the Residence Hall Director and will be placed by resident assistants.
  - 2. No signs may be placed on the doors of any building, on street signs, light posts, or in any area in which they will inhibit or endanger anyone.
  - 3. Banners placed in the Student Memorial Center must first be approved by the building director prior to placement.
  - 4. No candidate shall hand out or otherwise give any money or coupons in order to sway voters.
  - 5. No Senate moneys, materials, or equipment may be used for campaign purposes.
- H. If any of the rules are violated, the particular candidacy involved will be void.
  - 1. Determination of void candidacy shall be made by the Elections Committee.
  - 2. If a void candidacy exists, the candidate with the second highest number of votes shall be considered the winner.
  - 3. If there is no other candidate for the position, any eligible student may be nominated for the vacancy which will be filled at the next regularly scheduled Student Senate meeting.

### **Section 3. Write-Ins**

- A. Solicitation of votes within thirty (30) feet of a polling place is prohibited. No campaign material may be within thirty (30) feet of polling places.
- B. No candidate shall hand out or otherwise give any money or coupons in order to sway voters.

**Section 3.** A tie shall be resolved by an election within Student Senate.

**Section 4.** Contesting the Election.

- A. Any election may be contested with a written protest to the Election Committee. on the grounds of any election code violation(s).
- B. An official protest must be submitted in writing to the Chairperson of the Elections Committee no later than five (5) class days after the election, citing the reason(s) for contesting the election.
- C. The Elections Committee Chairperson has five (5) class days to call a joint meeting of the Elections Committee and the individual(s) contesting the election. The Elections Committee will hear the protest and decide on a course of action.
- D. If the protester is not satisfied with the subsequent decision of the Elections Committee, he/she has three (3) class days in which to appeal to the Cabinet.
- E. If the protester is not satisfied with the decision of the Cabinet, he/she may appeal to an emergency session of the Student Senate called within five (5) class days after the Cabinet meeting.
- F. The decision of the Student Senate is final.

**Section 5.** Plurality Elections.

- A. All elections conducted by Student Senate shall be determined by a plurality of votes cast.

An officer position shall be determined by a plurality of the votes cast in the spring general election.

- A. Cabinet positions shall be determined by a plurality of the votes cast in the in-house election.

## **Article XII. Senator Hiatus**

**Section 1.** A senator may take a hiatus of up to one semester with the approval of the Cabinet. At the end of their hiatus, that Senator shall resume the duties and responsibilities of a Student Senator. During their hiatus, the Senator may still participate in Senate committees, events, and other Senate related functions.

**Section 2.** Reasons for Hiatus

1. Work commitment
2. Studying abroad

3. A conflicting class
4. Illness
5. Any other reason approved by the Cabinet.

**Section 3.** While on hiatus, Senators do not have the privilege to vote on any motion entertained by the Senate.

**Section 4.** While on hiatus, Senators forfeit their representative position.

**Section 5.** If on hiatus during the spring semester, Senators may still be eligible to run for an officer position, so long as they have attended four (4) Senate meetings during that academic year.

## **Article XIII. House of Representatives**

**Section 1.** The House of Representatives will serve as a separate meeting from the general senate meeting for checks and balances of both senate and organizations.

### **Section 2. Membership**

- A. The House of Representatives of Student Senate shall consist of at least one (1) representative from each funded organization on campus.
- B. House of Representatives meetings will be held once a month during a day and time chosen by the Speaker of the House.

### **Section 3. Duties**

- A. Each organization shall give an update on the upcoming events and activities they shall be hosting.
- B. The Speaker of the House shall give an update on senate activity.
- C. Each organization shall review the senate minutes for the month.
- D. Each organization shall a email funded events calendar for the upcoming month to Speaker of the House.
- E. Each organization will be allowed to craft motions that will be directly sent to the next senate meeting by the House of Representatives.

### **Section 4. Failure to comply**

- A. If two (2) meetings in a semester are missed then the organization will be completely frozen for the remainder of that semester.
- B. Organizations will be able to appeal their absence from the meeting to the Speaker of the House and the Chief Justice.
- C. Failure to comply with any other duties may result in accounts being frozen for the remainder of the semester.

## **Article XIV. Online Voting**

**Section 1.** The Student Senate may use online sources to propose and vote on motions.

## **Article XIV. Ratification**

These by-laws shall become effective February 16, 1996.

KM 2012

RC 2014

MS 2015

CE 2016

[AT 2017](#)