

Approved February 22, 2010

TARLETON STATE UNIVERSITY
STUDENT GOVERNMENT ASSOCIATION
STUDENT SENATE BY-LAWS

(Revised by the SGA Senate, March 2011)

SECTION I: Purpose

The purpose of these Senate By-Laws is to provide clear and concise rules for the operation of the Student Senate of the Student Government Association of Tarleton State University. The Student Senate is governed by the Student Government Association Constitution and the By-Laws created therein. The Senate Officers shall be the Senate Pro Tempore, Senate Secretary, and Chief Justice

SECTION II: Duties and Powers

A. Senate Pro Tempore and Senate Secretary

The Senate Pro Tempore shall:

- i. Conduct and manage meetings of the Student Senate
- ii. Work with the Executive Council to set the agenda for every meeting
- iii. In the event of a tie vote in the Student Senate, the Senate pro Tempore shall cast the tie-breaking vote.
- iv. Enforce the Senate By-Laws

The Senate Secretary shall:

- i. Assist the Senate Pro Tempore when needed
- ii. Keep the minutes of every meeting, to be submitted and approved by the Student Senate the following week.
- iii. Act as a voting delegate from his or her Class, College, or Residential position
- iv. Verify attendance of Senators and keep a record of absences
- v. Hear appeals and excuse absences with consent of Senate Pro Tempore.

B. Each Senator shall:

- i. Attend Senate meetings and other necessary functions.
- ii. Present regular reports to the Senate.
- iii. Sponsor Senator events.
- iv. Vote and enact legislation beneficial to the general welfare of the student body.
- v. Vote on presidential appointments of Student Body Vice President, Senators, Chief Justice, and Associate Justices.
- vi. Vote on impeachment trials, requiring a two-thirds (2/3) majority vote to bring the accused party before the Judiciary
- vii. Represent the concerns and requests of their constituency.
- viii. Override a presidential veto with a two-thirds (2/3) majority vote.

SECTION III: Membership

1. As defined by the Student Government Association Constitution.

SECTION IV: Election

1. As defined by the Student Government Association Constitution and Election Code.

SECTION V: Legislation

1. The House and the Senate both shall create, discuss, and vote upon legislation. Legislation is passed with majority or 2/3 vote (dependent upon type of vote being exercised) in the House and the Senate, and then it is forwarded to the President of Student Government Association for approval.

SECTION VI: Scholastic and Conduct Policy

1. Academic – All members must comply with the academic standards as set forth in the Student Government Association Constitution.
 - a. If a senator does not meet the grade requirements, then that senator will be removed from the Senate and the Senator's seat declared vacant.
2. Senator Dress Code – All Senators shall be required to adhere to professional dress standards in official Senate Meetings. Professional dress is considered to be the following:
 - a. Gentlemen – Dress pants, dress denim (no blotched fading or holes), or slacks with button up or polo shirt tucked in with a belt. Shirts must remain tucked in throughout the duration. No baseball caps, hats, t-shirts, shorts, sneakers, tennis shoes, flip flops allowed.
 - b. Ladies – A dress, skirt, slacks, dress pants, dress denim (no blotched fading or holes), or pantsuit with an appropriate blouse. No baseball caps, hats, t-shirts, shorts, sneakers, tennis shoes, flip flops allowed.
 - c. Failure to adhere to the dress standards outlined will result in the following course of action:
1st offense – warning and re-emphasis of dress code, 2nd offense – censorship of voting privileges of the member, resulting in an official absence for the duration of the meeting. The parliamentarian will recognize those senators who do not meet dress code after the first roll call. The Senator reserves the right to appeal any decision, if they feel the decision is biased or inappropriate. The appeal requires completion of the appeals for, with excuse, to be turned over to the Senate Officers for final decision before the next scheduled Senate Meeting.
 - d. It is the responsibility of the Parliamentarian of the Senate to check for dress code violations. Records of these violations will be sent to the Administrative Assistant of Executive Council of the SGA. It is the responsibility of the Parliamentarian and the Senate to turn over the information weekly.
1. Senator Events – Senators from each college and class are required to hold at least one senator event per semester. If the Senator(s) fail to do so, it will count as one unexcused absence.
2. Senator Recognition – When recognized by the Pro-tem the Senator shall stand, address the Pro-tem or presenter, state their name and caucus represented, and proceed. Attempts to speak out of order will result in the Senate Pro-tem's *decision* whether or not to censure the voting privileges of the member,

leading to an official absence for the duration of the meeting.

SECTION VII: Absence Policy

1. If a Senator accumulates three (3) unexcused absences during the *full-term* of the Senate, the senator will automatically be placed into an impeachment trial as defined in the SGA Constitution.
2. Excused absences will be limited to two per term. Once the two excused absences have been granted then all subsequent absences will be considered unexcused. An excused absence shall be defined as:
 - a. An excused university absence as defined in the university handbook.
 - b. An absence due to a departmentally scheduled exam.
 - c. An absence that the Senate Officers deem of merit (illness, etc.)
3. All absences are to be considered unexcused unless evidence is provided detailing otherwise. For an excused absence to be granted, the senator must show reasonable cause for the absence. The senator must present his/her evidence of the excused absence before the next scheduled senate meeting with the Senate Officers by completing the appeal form. If the absence is not appealed before the next Senate meeting. The absence will automatically be considered an unexcused absence regardless of the reason.
4. One roll call will be taken during the Senate meetings of the Student Senate, after calling the meeting to order.
5. It is the responsibility of the Secretary of the Senate to check for absences. Records of these violations will be sent to the Administrative Assistant of Executive Council, it is the responsibility of the Secretary of the Senate to turn over this information weekly.

SECTION VIII: Impeachment Procedure

1. As defined by the Student Government Association Constitution

SECTION IX: Senate Development Days

1. All Senators may be required to attend (1) development activity per semester

**Adopted by the Tarleton State University Student Government Association Student Senate on the
22nd day of February, 2010.**

**Official Student Senate By-Laws are is kept on file in the office of Student Government Association
Advisor**