



The University of West Florida Student Government Association

Legislation: 12-13 B XVIII

Subject: Mandatory Events/Absentee Policy

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See attached:

The University of West Florida Student Body Statutes.

First Reading : _____	Second Reading: _____
Yes: _____	Yes: _____
No: _____	No: _____
Abstain: _____	Abstain: _____

Senate President
Amy Bueno

Be it known that Student Government _____ is hereby signed on _____

Pass: _____ Veto: _____

Cora Merritt
Student Body President

UNIVERSITY OF WEST FLORIDA STUDENT BODY STATUTES

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Chapter 313: ~~Senate and Committee Absences~~ Absentee Policy

313.1 ~~Absentee Policy~~

- A. ~~Each Senator must attend all Senate meetings and all committee meetings in which he or she serves.~~ Each Senator must attend all Senate and committee meetings on which he or she serves, as well as, mandatory events.
- B. An excused absence in regard to Senate and committee meetings shall include, but not limited to: travel associated with the University of West Florida's Student Government Association, documented business on behalf of the University of West Florida's Student Government Association; all of which are subject to approval by the Senate President.
- C. An excused absence in regard to mandatory events shall include, but not limited to: travel associated with the University of West Florida's Student Government Association, documented business on behalf of the University of West Florida's Student Government Association, as well as, academic courses taken that conflict with the time that the mandatory event is to take place; all of which are subject to approval by the Senate President.
- D. Senators may be assessed an absence if they fail to attend events deemed mandatory. A mandatory event shall be defined as any event that will effectively allow Senators to contribute to the vision and goals of the University of West Florida Student Government Association. Before an event is deemed mandatory it shall be discussed and decided upon by the Executive Committee. Senators shall be notified of said events at least two weeks prior to the date the event shall take place.
- E. All unexcused absences in regard to mandatory events shall be tallied as a Senate absence.
- ~~FC.~~ Senators who are absent from a Senate meeting, committee meeting, or a mandatory event must submit their reasoning to the Senate President in the form of an email or letter typed or written within four (4) business days of the absence, or the absence will automatically be considered unexcused.
- ~~GD.~~ The Senate President has the ability to approve or deny any reasoning in regards to an absence. If approved, the Senator will receive an excused absence. If denied, the absence will be assessed. The Senate President will forward his or her decision to the Senate Pro-Tempore for his or her records.

HE. Absences shall be tallied as followed:

1. Excused absences for Senate meetings, committee meetings, and **mandatory events** shall not be assessed.
2. Unexcused absences for Senate meetings, committee meetings, and **mandatory events** shall be considered as one (1) full absence.
3. A half (.5) absence will be given if a Senator misses just the first or last roll call at a Senate or Committee meeting. If he or she misses both roll calls, one (1) full absence will be assessed.

IF. After two unexcused **Senate meeting or committee meeting** ~~committee or Senate meeting~~ absences the chair of the Rules and Statutes Committee will notify the Senator in ~~writing~~ of his or her attendance record and the attendance policy.

JG. Once a Senator ~~reaches~~ **accumulates** three (3) absences in either Senate meetings or committee meetings he or she will be placed on the agenda for an appeal hearing at the next Rules and Statutes Committee meeting.

KH. See Chapter 710 for Removal of Senators by the Absentee Policy.

Chapter 710: Removal of Senators by the Absentee Policy

- 710.1 If a Senator accumulates three unexcused absences in Senate meetings or committee meetings during a semester they may be put up for removal by the Senate President and or the Rules and Statutes Committee and removed by a majority vote of the Senate. The Senator in question may produce up to five minutes of defense on his/her behalf at the time of the vote, but the Senator in question forfeits the right to vote on this particular issue, as defined in the Constitution Article IV, Section 3, subparagraph 8.
- 710.2 The Rules and Statutes Committee may bring a Senator up for removal through the Absentee Policy.
- 710.3 If the Rules and Statutes Committee submit removal charges, they will provide all evidence to the Senate President, prior to notifying the accused that they are up for removal.
- 710.4 Senators that have been removed due to violation of the Absentee Policy shall be notified by the Senate President.
- 710.5 Once a Senator has been removed from the Student government Association through the removal process, he or she may never serve in any capacity for the Student Government Association.

