



# The University of West Florida

## Student Government Association

### Senate Meeting Rules and Procedures

Legislation: 19-20 Bill XII

Author(s): Senator Arnold

First Reading: <u>  2/7/20  </u>	Second Reading: <u>  2/7/20  </u>
Yes: <u>  14  </u>	Yes: <u>  14  </u>
No: <u>  5  </u>	No: <u>  3  </u>
Abstain: <u>  0  </u>	Abstain: <u>  0  </u>

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Ms.Noemi Gaytan  
Senate Pro Tempore

Be it known that Student Government 19-20 Bill XII is hereby signed on \_\_\_\_\_.

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Pass

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Veto

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Date

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Ms. Zenani D. Johnson  
Student Body President

## Senate Meeting Rules and Procedures

- A. Robert's Rules of Order Newly Revised Edition shall be the parliamentary authority for the Senate, except when it conflicts with the Constitution, Student Body Statutes, or Senate rules of procedure.
- B. The ~~Vice President~~ Senate Chair shall preserve order and decorum in the Senate Chamber and, in case of a disturbance or disorderly conduct, may have members or guests removed by the Senate Pro Tempore.
- C. Any Senator may move to meet as a committee of the whole for the purpose of discussing Senate business informally. A motion to convene as a committee of the whole shall require a Two-Thirds Vote of the Senate. A motion to adjourn such a committee meeting and return to a regular Senate meeting shall require a majority vote of the Senate.
- D. A Senator who wishes to gain the floor shall raise their hand and wait for recognition by the Senate Chair.
- E. Any Senator recognized by the Senate Chair shall rise when addressing the Senate and speak in a clear voice. Senators must vote from their assigned seats.
- F. Any Senator or ex-officio member shall have exhausted their right to debate after engaging in debate twice on any piece of legislation.
- G. The gallery may be recognized to speak during announcements or if a Senator yields the floor to them. A member of the gallery should contact a Senator in advance to obtain the floor privileges. Any member of the gallery recognized by the Senate Chair shall rise and preface their comments with their name so that it may be recorded in the minutes.
- ~~H. Any Senator making an amendment to a motion needs to write their amendment on paper and present the amendment to the Senate Pro Tempore. The Senate Pro Tempore will then present the amendment to the Vice President who will then read the amended item in its entirety to the Senate.~~

~~H. The Senate Chair shall not suspend debate to any Senator. A motion to suspend debate shall come from a Senator wherein, debate is exhausted at a Two-Thirds Majority Vote.~~