

**STUDENT GOVERNMENT ASSOCIATION
LEGISLATIVE BYLAWS
2009-2010**

Preamble

The Legislature of the Student Government Association at the University of North Carolina Wilmington, in order to address any and all Legislative concerns, adopts these bylaws.

Article I

Section 1. Titles

All members of the Legislature will hence forth in this document be referred to as Representatives.

Section 2. Parliamentary Authority

Unless stated otherwise, the rules of order used will be Robert's Rules of Order, Newly Revised.

Section 3. Order of Business

The Agenda is as follows:

- A. Call to Order
- B. Pledge of Allegiance
- C. Open Podium
- D. Roll Call
- E. Approval of the Minutes
- F. Guest Speakers
- G. Appointing and/or Swearing in New Members
- H. Reports
 - a. Executive Branch
 - b. Standing Committees
 - c. Special Committees (Ad-HOC, Faculty Senate, etc.)
 - d. Special Reports
- I. Old Business
- J. New Business
- K. Announcements. This is the opportunity for representatives to give brief announcements and speeches.
- L. Advisor Remarks
- M. Adjournment

Article II

Conduct of Business

Section 1. Quorum

- A. Quorum must be met in order to conduct business.
- B. Quorum will consist of fifty percent plus one (50% + 1) of the seats filled.

Section 2. Recognition and Seating of Guests

- A. Guests are to be seated in areas not reserved for SGA officials.
- B. Guests may be recognized by the presiding officer or by a Representative by yielding the floor to a guest. Guests may ask questions, but debate is limited to SGA Legislative members, who can yield their time to executive members if they so choose.
- C. As seen fit by the presiding officer, guests may speak after Pledge of Allegiance and before Roll Call for as long as deemed necessary by the presiding officer.

Section 3. Bills, Recommendations, and Resolutions

- A. All bills, recommendations, and resolutions must go through the SGA Legislative Advisory Board or the President of the Legislature, unless the legislation in question directly pertains to the business currently on the floor. These items of legislation shall either be put on the agenda for the next meeting or sent to an appropriate committee for discussion.
- B. All bills, recommendations, and resolutions presented before the Legislative Advisory Board or the President of the Legislature shall be considered at the next Legislative Body Meeting. The President of the Legislature shall recognize the author/authors of the legislation. It is at this time that this party has the opportunity to explain the piece of legislation for clarification to those in attendance.
- C. Should the matter be referred to committee, the committee shall discuss and gather all necessary information to make a fair and informed decision about it.
- D. The SGA Legislative Advisory Board, or the reviewing committee, must reach a conclusion in no more than two weeks time. After that period, the SGA Legislative Advisory Board shall automatically place the issue upon the next Legislative agenda.
- E. Committees may introduce bills, recommendations, and resolutions. Once a bill is approved by the procedure laid out in the committee's

bylaws, the committee chair shall notify the President of the Legislature so that it may be placed on the agenda for the following week.

Section 4. Conduct at meetings

- A. It is mandatory for all speakers to stand, if able, while addressing the Legislature.
- B. No person will debate or ask questions unless recognized by the presiding officer.
- C. If any Representative, Executive Board member, or guest uses inappropriate behavior, the presiding officer has the power to remove them from the meeting.

Section 5. Attendance Policy and Procedure

- A. Attendance is required at all Legislative meetings, retreats, and committee meetings. The minutes from these meetings will serve as the official record for absences. Late arrivals and early departures will be recorded and subsequently submitted into the official minutes by the President Pro-Tempore. The President of the Legislature, the President Pro-Tempore, and individual Committee Chairpersons will deal with excused absences on an individual basis. All excuses for Legislative Body meetings must be reported in writing, beforehand to the Student Body Vice President and the President Pro-Tempore. For committee meetings, excuses must be reported beforehand, in writing to the Committee Chairperson. In cases of extenuating circumstances, excuses should be reported in writing within one week of the absence.
- B. Attendance Policy
 - a. Legislative Attendance
 - b. Legislative Tardies
 - c. Office Hours
 - d. Committee Attendances
 - e. Committee Tardies
 - f. Volunteer Hours
 - g. Legislative Retreat
- C. Equivalence Policy
 - a. 1 Absence = 1 Unexcused Legislative Absence
= 1 Unexcused Legislative Retreat Absence
= 2 Excused Legislative Absences
= 2 Missed Committee Meetings
= 2 Missed Office Hours

- = 2 Missed Volunteer Hours
- = 3 Early Departures
- = 4 Committee Meeting Tardies/Early Departures

- D. Definition of Excused Absences
 - a. Sickness
 - b. Emergency
 - c. Mandatory Class Activity
 - d. All other reasons must be submitted, in writing, to the Student Body Vice President and the President Pro-Tempore and will be evaluated on a case-by-case basis.
- E. There will be an allotment of two (2) missed meetings per semester for representatives
- F. This policy will go into effect immediately following the ratification of this document.

Section 6. Enforcement

- A. Any violation of Section 5.B. or Section 6.C. in the Legislative Bylaws will result in a punitive action set forth in Article VI of the Student Government Association Constitution.
 - a. All bills of enforcement must be brought through the Internal Affairs Committee or the President of the Legislature for approval and the accused shall be granted due process through judicial processes outlined by the Internal Affairs Committee.
- B. Violations will be punishable in the aforementioned manner.
 - a. The Legislature holds the power to publicly reprimand any of its members by a 2/3 majority of those present and voting, and more than one (1) reprimand per semester shall be grounds for officer removal.
 - b. The Legislature holds the power to censure any of its members as well as those of the Executive Cabinet by a 2/3 majority of those present and voting. Resulting effects of passed censure bills are set forth in Article VI, Section 2.D. of the Student Government Association Constitution.
 - c. The Legislature holds the power to remove any appointed official by a 2/3 majority of those present and voting, provided that the accused was given one week's notice prior to the vote.
 - d. Removal of any elected official shall begin with a letter of complaint with a minimum of six (6) Representatives' signatures, and a 2/3 majority of those present and voting to impeach. The proceedings of

the resulting trial are outlined in Article VI, Section 6 of the Student Government Association Constitution.

- C. Other grounds for action against an officer include:
 - a. Non-performance of duty
 - b. Misadministration
 - c. Serious Violation of University policy
 - d. Public falsehood
 - e. Unconstitutional acts
 - f. Violation of the Honor Code
 - g. Conviction of a serious crime
 - h. Slander
 - i. Behavior unbecoming the dignity of the office.

Article III Special Rules

Section 1. Appointment Powers of the Presiding Officer

The presiding officer shall be able to create Special Committees (non-funded) subject to the approval of the Legislature

Section 2. Time Limits for Debate

- A. The author of business may have the floor first during Affirmative Debate.
- B. Individual Debate will be limited to five minutes per representative, unless otherwise stated before debate has begun.

Section 3. Meeting Times

- A. The Legislature will meet on a weekly basis, Tuesday at 7:30pm, in the Azalea Coast Room Fisher Student Center, unless otherwise specified by the president of the Legislature

Article IV Amendments

Section 1. Vote

- A. A 2/3 vote by the SGA Members present and voting is required to pass any amendment.

Article V
Ratification

Section 1. Ratification

The power vested in this document by the University of North Carolina Wilmington Student Government Association, shall take effect after a two-thirds (2/3) vote by the members present and voting of the current Student Government Association Legislative Assembly, and is signed by the Student Body President, and Vice President of the current Student Government Association.

Signed,

Student Body Vice President

Date:_____

Student Body President

Date:_____