

CHAPTER 2. The General Assembly.ⁱ

Article 1. Standing Rules of the General Assembly.

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Rule 0. Definitions and Conventions.

Within these Statutes, the following definitions and conventions shall apply:

- (a) A **“member”** is a delegate or other member of the General Assembly.
- (b) The **“Assembly”** is the General Assembly of the Association.
- (c) The **“Speaker”** of the General Assembly is the Senior Vice President of the Association.
- (d) **“Standard two-day notice”** refers to notice sent to all members of the General Assembly, in a manner prescribed by the President, no later than forty-eight (48) hours prior to the start of a meeting.
- (e) Names of offices refer to General Assembly offices unless otherwise noted.
- (f) All majorities are of those members present and voting.

Rule 1. Membership of the General Assembly.

- (a) **Members generally.** Membership of the General Assembly shall consist of 68 delegates as specified by the Association Constitution, as well as other members as noted in this Rule. Pursuant to the Association Constitution, the delegates of the Assembly shall be apportioned equally among the institutions of the Association and all members shall be students in good standing throughout their term in office. Members are expected to be chosen for their interest in, and ability to contribute to the fulfillment of, the mission of the Association. Members are expected to attend all meetings of the Association, actively participate in deliberations regarding issues before the Association, and aid in both soliciting feedback from and disseminating information to the Student Body regarding the Association and its activities.
- (b) **Delegates.** The Student Body President shall be *ex officio* delegates for that institution. The Student Body President shall serve as delegation leader for the institution. The remaining delegates shall be chosen in such a manner as each institution may prescribe through the legislative authority thereof, and if no means of selection is prescribed the remaining delegates shall be appointed by the Student Body President subject to the approval of the institution’s legislative authority. Each institution can choose to create an ASG Campus Liaison position in order to receive funding from ASG, this position will be appointed by the institution's Student Body President and confirmed by the General Assembly, and will be governed in chapter 3 of the Association Statutes.

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- (c) **Other members.** The General Assembly shall be composed of additional members as follows:
1. **Members *Ex Officio*.** The President shall be an *ex officio* member of the Assembly, except that he or she shall not have a vote. The Speaker shall be an *ex officio* member of the Assembly, except that he or she shall not have a vote except in the case of a tie vote by the Assembly.
 2. **Members *Emeriti*.** Any person who has served at least one full term as President or Speaker of the Association shall be a member *emeritus* of the Assembly. Members *emeriti* shall be considered honorary members as provided by this Rule.
 3. **Honorary members.** Honorary members, as designated by Resolutions of Commendation or similar acts provided in Chapter 1 of the *Association Statutes*, shall be titular in nature only and shall have no right to participate in any Association business beyond that provided to regular members of the Student Body.
- (d) **Alternates.** Any delegate may designate an alternate to exercise his or her powers and duties as a delegate in his or her absence from meetings of the General Assembly. No other members of the Assembly may designate an alternate. All alternates must meet the same standards and requirements as the delegates they replace.

Rule 2. Documenting Membership, Eligibility and Attendance.

- (a) **Establishing membership list.** The President and Speaker shall, upon taking office, affirmatively seek to ascertain the name and contact information for all *ex officio* delegates. The President shall notify said delegates of their membership status as well as the Association's mission and activities. Names and contact information for appointed delegates shall be furnished by the delegation leader, and shall be presumed valid unless documentation is provided indicating a delegate is invalid or otherwise ineligible.
- (b) **Completion of delegate information sheet.** Prior to participating in any Association business, all delegates shall complete and sign a basic information sheet containing, at minimum, their full name, institution, student identification number, contact information, and FERPA waiver authorizing UNC General Administration (UNCGA) to verify their status as students in good standing. Delegate names, identification numbers, and waivers shall be provided to UNCGA for eligibility verification.
- (c) **Documenting attendance.** Immediately after calling the General Assembly to order, and immediately before declaring the Assembly adjourned, the Speaker shall cause the roll to be called to establish the presence of a quorum and to confirm the attendance of delegates. The Chairman of each committee of the Assembly shall ensure similar documentation of attendance for all official meetings of the committee. All attendance records shall be provided to the Association Secretary and shall be recorded in the journal of the Association.
- (d) **Inactive delegates.** All delegates upon missing five (5) consecutive roll calls shall be denoted as inactive. In addition, the delegation leader may designate an entire delegation as inactive for a given meeting upon providing written notice to any of the President, Speaker, or Secretary. Delegates shall remain designated as inactive until present for a roll call.

Rule 3. Meetings of the General Assembly.

- (a) **Regular meetings.** Pursuant to the Association Constitution, the General Assembly shall meet at minimum twice per session, at the beginning of each session to confirm executive positions and at the end of each session to adjourn for *sin die*. The Senior Vice President shall compile such dates for all other meetings, avoiding conflicts with established events of institutions insofar as practicable. These dates shall be provided to the Council of Student Body Presidents and, unless objected to by a majority of the Council within fifteen (15) days, shall be established and publicly announced as the meeting dates for the session.
- (b) **Location of regular meetings.** Regular meetings shall occur at such places as the Council of Student Body Presidents may designate, except in unique or extraordinary circumstances when a location may be determined by the President. In determining locations, institutions shall be given sequential priority to choose whether to host a meeting or to decline, with priority for hosting determined in descending order by 32 attendance at

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regular business meetings in the preceding session. The location of all meetings shall be publicly announced as soon as practicable after adoption.

- (c) **Legislative meetings.** In circumstances in which where the General Assembly must consider legislation, additional meetings beyond the regular meeting schedule may be called by (i) the President, (ii) the Speaker, (iii) a petition signed by Student Body Presidents from one-half of the constituent members and filed with the Association Secretary, or (iv) a privileged motion adopted by a simple majority of the General Assembly moving to schedule an additional meeting. Notice of legislative meetings so scheduled shall be delivered via electronic mail to all members. Petitions and motions to schedule additional meetings shall stipulate the proposed date, time and location of the meeting prior to adoption. No legislative meeting may be scheduled sooner than five (5) days after its announcement. Special meetings may be called following the same procedure. Outside of the General Assembly's legislative sessions, the Speaker Pro-Tempore shall serve as the Association's Head Delegate. In this capacity they shall assist the Senior Vice President and Chief of Staff with meeting coordination and logistics, coordinate joint projects between the Executive Departments, fulfill the Senior Vice President's responsibilities when they are unavailable, and fulfill other duties the Association deems appropriate.
- (d) **Cancellation of meetings.** Meetings shall not be cancelled except due to circumstances beyond the Association's control, and provided that standard forty-eight (48) hour notice based on the commencement of the Friday business meeting is provided to all members. Cancellation of meetings must be publicly announced within twenty-four (24) hours of original meeting time.
- (e) **Meeting in the absence of the Speaker and the Speaker Pro-Tempore.** In the absence of the Speaker and the Speaker Pro-Tempore, the presiding officer of the legislative body at the institution hosting the meeting shall serve as presiding officer of the General Assembly and in the absence of the presiding officer of the host, the Board of Directors shall direct a temporary speaker.

Rule 4. Motions.

- (a) **Debatable motions.** When a debatable motion is made and properly seconded, if a second is required, the Speaker shall cause it to be read and then proceed to state the question on the motion. After the question is stated, the motion shall be in the possession of the General Assembly and may not be withdrawn by the author except by unanimous consent.
- (b) **Order of Precedence of Motions.** The order of precedence of motions shall be as follows:
 1. to adjourn;
 2. to recess;
 3. questions of privilege;
 4. to lay on the table;
 5. the previous question;
 6. to limit or extend debate;
 7. to postpone to a certain time;
 8. to refer to committee;
 9. to amend;
 10. to postpone indefinitely;
 11. main motions.

All these motions shall have the characteristics assigned to them by Robert's Rules of Order, Newly Revised, except where they come into conflict with these Rules.

- (c) **Motion to adjourn.** The motion that the General Assembly adjourn shall be decided without debate. All motions to adjourn shall be understood to adjourn the Assembly to the next date and time scheduled, whether already placed on the schedule or added later by any of the methods prescribed by these Rules. The motion to fix the time to which to adjourn shall be out of order.

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- (d) **Motion to adjourn *sine die*.** The General Assembly shall only adjourn *sine die* by Assembly resolution. Such a resolution shall set the time and date of adjournment *sine die* as 11:59pm of April 30th. A session may also be considered adjourned *sine die* without a resolution when the Speaker of the new session assumes office.
- (e) **Previous question.** The previous question, or motion to end debate and order an immediate vote, shall be decided without debate, and shall require the consent of a two-thirds (2/3) majority of the General Assembly. The previous question shall be out of order on the consideration of the adoption of legislation unless at least half of the time allowed for debate in both the affirmative and the negative has expired. This Rule may not be suspended.
- (f) **Germaneness rule.** All amendments not germane to the subject of the motion under consideration shall be out of order in meetings of the General Assembly and its committees.
- (g) **Points of order.** If any member has cause to believe that one or more of the Rules of the General Assembly are not being followed, he or she may rise and inform the Speaker that he or she rises to a point of order. The member raising the point of order may interrupt a speaking member, and the Speaker shall recognize all points of order. The Speaker shall recognize the member raising the point of order for a period not to exceed one (1) minute to explain his or her point. Following the Speaker's ruling on the point of order, the motion to appeal from the decision of the chair shall be in order. Such motion shall be debatable except where these Rules provide otherwise, and a simple majority shall be required to overturn the ruling of the Speaker.
- (h) **Dilatory motions.** Any motion that is dilatory in nature shall be out of order in meetings of the General Assembly.

Rule 5. Assignment of the Floor.

- (a) **Recognition of members.** A member who seeks recognition shall raise his or her placard, and shall wait to be recognized before addressing the General Assembly, unless otherwise permitted by these Rules.
- (b) **Recognition of non-members.** No one save members of the General Assembly shall be extended the floor except by the Speaker. No one save members of the Assembly shall be recognized in debate, unless approved by a two-thirds (2/3) vote of the Assembly.

Rule 6. Conduct of Debate.

- (a) **Time and speech limits.** All debate time shall be evenly divided between affirmative and negative debate in the manner deemed appropriate by the Speaker. No member shall be entitled to speak in debate more than twice on any one question. The total time for debate on a motion shall be as follows:
 1. The total time for debate on the adoption of legislation shall not exceed twenty-one (21) minutes;
 2. The total time for debate on other debatable motions shall not exceed ten (10) minutes.
- (b) **Questions in debate.** Once debate has begun, a member speaking in debate shall be entitled to yield the floor to other members for questions. A member desiring to ask a question of the speaking member may interrupt him or her to request that the speaking member yield. The speaking member's response to such questions shall be counted against his or her debate time.

Rule 7. General Decorum.

- (a) **Decorum of members.** The Speaker shall have general direction of the meeting room and shall maintain the proper decorum of the General Assembly. All members shall observe decency of speech, avoid disrespect of personalities, leave the meeting room to engage in conversations, and avoid walking between a speaking member and the Speaker.
- (b) **Decorum of visitors.** Visitors to the General Assembly shall be seated around the back and side walls of the meeting room except at the discretion of the Speaker. Visitors shall refrain from disrupting the business of the

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Assembly. The Speaker, with the aid of the Sergeant-at-Arms, may ask any visitor to leave the meeting room at any time for disorderly conduct.

Rule 8. Voting.

- (a) **Power to vote.** All members of the General Assembly, except as otherwise provided by the Association Constitution and these Statutes, may vote on all matters coming before the Assembly for consideration.
- (b) **Voting rights of the Speaker.** The Speaker shall have no vote but in the case of a tie.
- (c) **Certain voting methods prohibited.** No vote concerning any matter under consideration by the General Assembly or any of its committees may be cast in abstentia, by mail or electronic mail, or by telephone. Pursuant to the Association Constitution and the requirements of both the North Carolina Open Meetings Law and Public Records Law, all votes by ballot must include the printed name and signature of the member casting the vote in order to be counted. Ballot votes lacking a printed name or signature shall be invalid.
- (d) **Procedure for voting.** The General Assembly shall proceed to an immediate vote on the question before it when (1) the question is on the adoption of an undebatable motion; (2) all debate on a debatable motion is exhausted or the time for debate has expired; or (3) the previous question is ordered. In initiating a vote, the Speaker shall first, if necessary, cause the Sergeant-at-Arms to call all members from the lobby and, upon their entry, ensure that no member enters or leaves the meeting room during the voting procedure. The Speaker shall then cause the motion to be read and put the question to a vote of the Assembly. No member shall vote who was not present in the meeting room when the question was put. Any member may abstain from voting.
- (e) **Business in order during a vote.** Only motions, parliamentary inquiries, and points of order pertaining directly to the vote on the question before the General Assembly shall be in order after the question is put. Any such motion, inquiry, or point of order may be offered at any time during a vote, but shall not be taken up until after the voting procedure currently in progress is completed. Any such motion, inquiry, or point of order shall be taken up and disposed of before the final result of the vote is announced.
- (f) **Votes by roll call.** It shall be in order as a privileged motion for any member to ask that the ayes and nays be recorded in the journal on any question, with the consent of one-fifth (1/5) of those members present. The ayes and nays shall be recorded by a call of the roll. The Speaker shall proceed directly to a vote by roll call on the second reading and third reading of all legislation, without intervening voice vote or standing vote, unless such legislation is adopted by unanimous consent or acclamation.

Rule 9. Standing Committees; Generally.

- (a) **General duties of standing committees.** Standing committees shall be established to meet one of the core functions or interests of the General Assembly. Committees shall be responsible for the consideration of all legislation referred to them by the General Assembly or the Speaker, the preparation of legislation they deem necessary for the welfare of the student body, or as instructed by the General Assembly, and the preparation of all reports required by these rules or otherwise deemed necessary.
- (b) **Meetings and quorum.** Standing committees shall meet as required by these Rules and at other times at the call of the chairperson. Quorum shall be a simple majority of active delegates.
- (c) **Membership of standing committees.** The membership of each committee shall be the chairperson, the Speaker, any other members designated by these rules, and one delegate from each institution. The delegates shall be appointed by the Speaker in accordance with the preferences of the delegate to be appointed. No more than one delegate from each institution shall be appointed to the same committee. No member may be appointed to a committee except with that member's consent, and no member may be removed from a committee except with that member's consent.

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- (d) **Committee chairpersons.** The standing committees shall have a chairperson as provided by these rules, who shall be responsible for duties typical of the office, including presiding over meetings of the committee, facilitating broad and open discussion among members, and maintaining order during the deliberations of the committee. The chairperson shall prepare agenda items for each meeting, as well as ensure that the members of the committee are actively participating and fulfilling assigned obligations. The chairperson shall also fulfill other duties as requested by the Speaker, provided they are consistent with the Constitution and Statutes. The chairperson shall not serve as a voting member of the committee, even in the case of a tie.
- (e) **Additional committee officers.** The chairperson of each committee shall appoint a secretary to maintain the journal. The committee shall elect a chairperson *pro tempore* to preside in the absence of the chairperson. The chairperson may also appoint other officers as needed.
- (f) **Annual report.** Prior to the adjournment *sine die* of each session, each committee shall prepare an annual report for presentation to the General Assembly outlining its activities over the course of the session.

Rule 10. Select Committees; Generally.

- (a) **Generally duties of select committees.** Select committees shall be established to fulfill a secondary or intermittent function of the General Assembly. Committees shall be responsible for the consideration of all legislation referred to them by the General Assembly or the Speaker, the preparation of legislation they deem necessary for the welfare of the student body, or as instructed by the General Assembly, and the preparation of all reports required by these rules or otherwise deemed necessary.
- (b) **Establishment of select committees.** There shall be three permanent select committees; The Council of Student Body Presidents, the Committee Budget and Finance, and the Committee on Internal Operations. The formation of any additional select committee may occur at the discretion of the Speaker or by motion of any member with the consent of a simple majority of the General Assembly.
- (c) **Meetings and quorum.** Select committees shall meet as required by these Rules and at other times at the call of the chairperson. Quorum shall be a majority of active delegates.
- (d) **Committee chairpersons.** The select committees shall have a chairperson as provided by these rules, who shall be responsible for duties typical of the office, including presiding over meetings of the committee, facilitating discussion among members, and maintaining order during the deliberations of the committee. The chairperson shall prepare agenda items for each meeting, as well as ensuring the members of the committee are actively participating and fulfilling assigned obligations. The chairperson shall also fulfill other duties as requested by the Speaker, provided they are consistent with the Constitution and Statutes. The chairperson shall not serve as a voting member of the committee, even in the case of a tie.
- (e) **Additional committee officers.** The chairperson of each committee shall appoint a secretary to maintain the journal. The committee shall elect a chairperson *pro tempore* to preside in the absence of the chairperson. The chairperson may also appoint other officers as needed.

Rule 10A. Select Committees; Duties.

- (a) **Council of Student Body Presidents.** The Council of Student Body Presidents shall be the main policy making committee in The Association. Each institution's Student Body President shall be a member of the Council of Student Body Presidents and shall retain the right to be a member of the Council throughout their service as Student Body President.
- (b) **Select Committee on Budget and Finance.** The Committee on Budget and Finance shall be responsible for practices and policies relating to the fiscal management of the Association, including budget review, administration of grant programs, and other similar areas. The Vice President of Budget and Finance shall serve as chairperson of the committee. The Committee on Budget and Finance shall receive all Finance Bills at the discretion of the Senior Vice President.

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- (c) **Select Committee on Internal Operations.** The Select Committee on Internal Operations shall be responsible for practices and policies relating to the internal operations and structure of the Association of Student Governments. The committee shall also review proposed amendments to the Association Constitution, Association Statutes, and Standing Rules, except as otherwise provided herein, and conduct any investigations regarding the punishment of Association officials in accordance with the General Assembly's punitive powers. The committee shall meet as necessary. The Chief of Staff shall serve as chairperson of the committee and this committee shall receive all Governmental Bills at the discretion of the Senior Vice President.

Rule 11. Committee Procedure.

- (a) **Call of meetings.** Standing committees shall meet at least once during every regular meeting of the General Assembly, at the time and place prescribed by the Speaker. Committees may meet at such other times in the discretion of the President, Speaker or Chairman. A simple majority of the committee's membership may, by written petition, instruct the Chairman to schedule a meeting. Standard two-day notice shall be provided for all committee meetings not regularly scheduled. Committees may enact such other rules, not inconsistent with these Rules, as they see deem beneficial to their operation.
- (b) **Consideration of legislation.** Committees shall consider all legislation referred to them. No legislation may be considered at a committee meeting unless either (i) the consideration is noted on the publicly distributed agenda, (ii) the Chairman announced its consideration to the General Assembly, or (iii) a member announced intent to move for its consideration. Such announcements shall be sent by electronic mail to all members, at least twelve (12) hours prior to the meeting.
- (c) **Committee reports.** Committees may, upon completing their deliberations, report legislation to the General Assembly by a simple majority vote of the committee. A favorable committee report shall cause the legislation to automatically be calendared for second reading by the Assembly. A neutral committee report shall cause the legislation to be calendared for second reading upon a motion made by a non-member of the reporting committee and properly seconded. An unfavorable committee report shall leave the legislation idle in committee until reconsidered or discharged.
- (d) **Discharge from consideration.** Any legislation remaining in a committee may be discharged from the committee, upon adoption of a motion to that effect by a two-thirds (2/3) majority vote of the Assembly.
- (e) **Participation in committee deliberations.** No one save members of a committee shall be entitled to participate in the committee's deliberations, however non-members may be extended the floor at the discretion of the committee Chairman.

Rule 12. Committee of the Whole Assembly.

- (a) **Dissolution into Committee of the Whole.** It shall be in order as a privileged motion for any member to move to dissolve the General Assembly into the Committee of the Whole Assembly, subject to the approval of a simple majority of the Assembly, and such a motion shall be decided without debate. In the absence of a quorum, the Speaker shall be empowered to declare the Assembly dissolved into the Committee of the Whole Assembly as provided under Rule 4(a).
- (b) **Business in order in Committee of the Whole.** The Committee of the Whole Assembly may consider any main motion which is referred to it by the General Assembly or is on the calendar for the present meeting.
- (c) **Chairman of the Committee of the Whole.** The Committee of the Whole Assembly shall be chaired by the Speaker *Pro Tempore*. In no case shall anyone serving as Speaker also preside over the Committee of the Whole Assembly. The Speaker shall have all the rights and privileges of a delegate in meetings of the Committee of the Whole Assembly.

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- (d) **Quorum in the Committee of the Whole.** A quorum of the Committee of the Whole Assembly shall consist of one-fifth (1/5) of all active delegates.
- (e) **Debate in the Committee of the Whole.** Debate in the Committee of the Whole Assembly shall not be restricted, unless any member should so move with the consent of two-thirds (2/3) of the Committee. All rules regarding the decorum of the General Assembly shall continue to apply.
- (f) **Motions in order in the Committee of the Whole.** The motion that the Committee of the Whole Assembly rise and report, the motion to report the pending question to the General Assembly, motions to amend the pending question, and such inquiries, points of order, and motions related to debate and voting as are necessary for its operation shall be the only motions in order in the Committee of the Whole. All questions to be considered by the Committee of the Whole Assembly must be reported before the motion that the Committee rise and report shall be in order.
- (g) **Types of Reports by the Committee of the Whole.** It shall be in order for any member to move that the Committee of the Whole Assembly report the pending question, and such a motion shall contain a recommendation that the General Assembly vote immediately or that it debate further. Such a report shall be decided without further debate and shall require the consent of a simple majority of the Committee.
- (h) **Reports by the Committee of the Whole.** The Speaker shall bring before the General Assembly, in the order reported, all main motions reported by the Committee of the Whole Assembly upon reconvening the Assembly. If the Committee reported a question with a recommendation that the Assembly vote immediately, the President shall put the previous question on that motion to an immediate vote of the Assembly.

Rule 13. Legislation Generally.

- (a) **Types of Legislation.** The General Assembly shall recognize two types of legislation, which shall be known as Bills and Resolutions. The Speaker shall determine the proper format for the presentation of all forms of legislation and inform all members of the requirements thereof.
- (b) **Bills.** All legislation creating or affecting a change in the Association Constitution, Statutes or other body of law within the legislative powers of the General Assembly, or providing for the budgeting and appropriation of funds entrusted to the Association, shall be presented in the form of a Bill. The specific bill types shall be as follows:
 1. **Assembly Bill.** An Assembly Bill exercises the powers of the General Assembly that does not amend Association Constitution, Statutes or the Standing Rules of the General Assembly such as the expression of the punitive powers of the General Assembly and other such appropriate powers. Such bills shall be referred to the Council of Student Body Presidents for review and shall be adopted by a majority vote of the General Assembly.
 2. **Finance Bill.** A Finance Bill establishes the budget of the Association or otherwise authorizes or modifies the expenditure of funds previously budgeted. Such bills shall be adopted by majority vote.
 3. **Government Bill.** A Government Bill amends the Association Constitution, Statutes, or other body of law within the legislative power of the Association. Such bills shall be adopted by a three-fourths (3/4) majority vote in the case of amendments to the Association Constitution and a two-thirds (2/3) majority vote in the case of amendments to the *Association Statutes*.
- (c) **Legislative expiration.** Upon adjournment *sine die* of a session, all legislation not definitively disposed of by the General Assembly is to be considered postponed indefinitely and can only be brought up in a new session by reintroduction.

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Rule 14. Introduction of Legislation.

- (a) **Initial introduction.** A member may file legislation for introduction by submitting an electronic copy in the manner prescribed by the Speaker to him or her and to the Secretary. Legislation filed by midnight on the Sunday prior to a meeting of the General Assembly shall be placed on the agenda for first reading at that meeting. The Speaker shall also cause the legislation to be posted on the Association website no later than one (1) day following the legislative deadline established in this section.
- (b) **Late introduction.** Legislation filed up to one (1) day late may be calendared by simple majority vote of the General Assembly, without debate. Late legislation so calendared shall be ineligible for fast-track as provided in Rule 15.
- (c) **Sponsorship of legislation.** Any member(s) filing legislation for first reading shall be designated as the primary sponsor(s) of the legislation filed, and one (1) primary sponsor shall be designated as the corresponding sponsor for all administrative matters relating to the legislation. After the first reading of any piece of legislation, any number of members may join as secondary sponsors of the legislation with the consent of the primary sponsor(s). The General Assembly shall not amend the names of primary or secondary sponsors without the consent of those members whose names are to be amended.

Rule 15. First Reading of Legislation, Incidental Motions, and Referral to Committee.

- (a) **First reading of legislation.** At the appointed time, the Speaker shall cause all legislation on the calendar for first reading to be read by title only, unless any member should ask for a full reading with the consent of one-fifth (1/5) of those members present.
- (b) **Incidental motions generally.** Standard two-day notice to all members via electronic mail shall be required for any incidental motion provided under this Rule to be in order. Incidental motions provided by this rule shall be decided without debate and shall require adoption by a two-thirds (2/3) majority vote.
- (c) **Incidental motions: objection.** Immediately after first reading, the Speaker shall recognize any member wishing to make an incidental motion objecting to consideration of the legislation. If the motion is adopted, the affected legislation shall be considered postponed indefinitely.
- (d) **Incidental motions: fast track.** Immediately after first reading, the Speaker shall recognize any member wishing to make an incidental motion that the legislation bypass committee consideration. Such a motion shall be called a motion to “fast track.” If the motion is adopted, the affected legislation shall be instantly calendared at the end of second reading.
- (e) **Referral to committee.** At the appointed time following first reading and the disposition of any incidental motions, the Speaker shall refer all legislation read for the first time to the committee he or she deems appropriate according to these Rules.
- (f) **First reading in the absence of quorum.** First reading of legislation and referral to committee shall be in order in the absence of a quorum, provided that an opportunity for making incidental motions is provided during a period of miscellaneous business where a quorum is present. No legislation referred to committee in the absence of a quorum shall be considered before such an opportunity for making incidental motions is provided.

Rule 16. Second Reading of Legislation and Assembly Consideration.

- (a) **Two reading rule.** All legislation shall be read twice, and such readings shall occur at two (2) different meetings of the General Assembly except as provided elsewhere in these Rules.

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- (b) **Placement on calendar for second reading.** Legislation shall be placed on the calendar for second reading by the Speaker once it is reported by committee pursuant to Rule 13(c). Any legislation which is fast-tracked shall be considered placed at the end of the calendar for second reading.
- (c) **Procedure for second reading.** At the appointed time, the Speaker shall cause the first item of legislation on the calendar for second reading to be read by title only, unless any member should ask for a full reading with the consent of one-fifth (1/5) of those members present. Following the reading of the item of legislation, the Speaker shall recognize the Chairman of the committee issuing a report (if any) on the legislation for a period not to exceed five (5) minutes, during which time the Chairman shall give a summary of the committee's report. At the conclusion of the report, the Speaker shall state the question on the adoption of the legislation and the motion to object to its consideration shall be out of order.
- (d) **Sponsor report and question period.** After stating the question on the adoption of an item of legislation, the Speaker shall then recognize the corresponding sponsor of the legislation under consideration for a period not to exceed five (5) minutes, during which time the corresponding sponsor may yield to other members for questions. It shall be out of order for any querying member to use such time for debate.
- (e) **Amendment of legislation.** All motions to amend legislation during second reading shall be written and shall be submitted to the Secretary prior to their introduction.

Rule 17. Third Reading for Annual Budgets and Constitutional Amendments.

- (a) **Third reading required for specific legislation.** Finance Bills adopting the recurring budget of the Association and Government Bills proposing amendments to the Association Constitution shall be read three times, with such readings to occur at three different meetings except as provided elsewhere in these Rules.
- (b) **Placement on calendar for third reading.** Upon passage after second reading, affected legislation shall be automatically calendared for third reading to occur at the next successive meeting of the General Assembly.
- (c) **Rule suspension limited.** This rule shall not be suspended with respect to Finance Bills adopting the non-recurring budget of the Association and Government Bills proposing amendments to the Association Constitution. For Finance Bills adopting the recurring budget of the Association, this rule may only be suspended in the event it is impossible for a third reading to occur prior to the start of the fiscal year.

Rule 18. Closed Rule on Amendments.

- (a) **Effect of the closed rule on amendments.** When under the closed rule on amendments, no amendments to a given act of legislation shall be in order in the General Assembly except by general consent.
- (b) **Invocation of the closed rule on amendments.** Legislation may be placed under the closed rule on amendments (1) by the corresponding sponsor at any time prior to first reading, upon a statement to that effect submitted in writing to the Speaker; (2) by a committee upon recommending legislation favorably to the General Assembly for second reading; or (3) by the Assembly, following the sponsor's report but before debate has begun, upon a motion to that effect adopted by a majority vote of the Assembly. Such a motion shall be considered without debate. In addition, the closed rule on amendments shall be automatically invoked for Local Resolutions unless specifically waived in writing by the corresponding sponsor at any time prior to first reading of the legislation.
- (c) **Revocation of the closed rule on amendments.** The closed rule on amendments for any given piece of legislation may be revoked at any time upon a motion to that effect adopted by a two-thirds (2/3) majority of the body currently considering the legislation. Such a motion shall be considered without debate.

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Rule 19. Engrossment and Enrollment of Legislation.

- (a) **Engrossment of bills and resolutions.** Within seven (7) days of the adoption of a bill or resolution which must be submitted to the President, the Speaker shall cause a copy of the bill or resolution, corrected by the Secretary, to be engrossed and submit an engrossed and signed copy of the bill or resolution to the President for his or her signature.
- (b) **Enrollment of legislation.** The Speaker shall cause legislation to be enrolled and distributed as necessary to achieve its purpose within seven (7) days of: (1) the receipt of a bill or resolution signed by the President; (2) the adoption of a motion to override a veto by the President; (3) the expiration of the tenth day following the submission of a bill or resolution to the President with no communication from him or her; or (4) the adoption of legislation not requiring presentment to the President.

Rule 20. Ethics in Leadership Requirement.

No member of the General Assembly who has previously been impeached in an office of the Assembly shall be permitted to hold any position beyond that of member, including, but not limited to, any committee chairmanship, or any other officer position within any committee. Additionally, no such members shall be permitted to serve on any select committee.

Rule 21. Confirmation of Appointments.

- (a) **Presentation of appointments.** The President shall give notice to the Speaker of the intention to present an appointee to the General Assembly no later three (3) days prior to the meeting date. The Speaker shall place the appointee, with name and position of appointment, on the agenda for consideration at the meeting in the form of an Assembly Resolution.
- (b) **Introduction of confirmation resolutions.** Upon notice to the Speaker of an appointment, an Assembly Resolution bearing the President's name as sponsor shall be automatically introduced providing for the confirmation of the individual appointment. The Assembly Resolution shall be considered for first reading, subject to any incidental motions properly noticed, and automatically calendared for second reading pursuant to the Association Constitution.
- (c) **Confirmation of appointments.** The appointee shall be allowed to speak for a period not to exceed three (3) minutes, followed by a period of questions for the appointee that will not exceed ten (10) minutes. Appointees shall be escorted from the meeting room prior to a period of debate, and debate shall not exceed ten (10) minutes. Consideration of an appointment confirmation on the floor shall proceed by the same manner regardless if a simple motion is under consideration or a confirmation resolution is on second reading.
- (d) **Administration of Oath.** All confirmed appointees shall be administered the oath of office prior to the conclusion of the period of appointments.

Rule 22. Matters Regarding These Rules.

- (a) **Suspension of these Rules.** The General Assembly may, by a two-thirds (2/3) majority vote, temporarily suspend one or more of the Rules of the Assembly. However, no Rule may be suspended which specifies otherwise, or derives its authority from any other portion of the Association Constitution, these Statutes, or local, state or federal law. Furthermore, no Rule mandating advance notice may be suspended, unless suspended prior to the advance notice deadline.
- (b) **Amendment of these Rules.** The General Assembly may permanently amend one or more of the Rules of the Assembly, upon adoption by majority vote of an Assembly Bill stipulating the amendment(s).

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- (c) **Matters not covered by these Rules.** All procedures not covered by these Rules shall be governed by Robert's Rules of Order, Newly Revised. In cases where a conflict arises, these Rules shall govern.

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Article 2. Punitive Powers of the General Assembly.

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§2-2.1. **Definitions and Conventions.**

Within this article, the following definitions shall apply:

- (a) A “**charge**” is an allegation that some specific regulation on official conduct, as listed within this article, has been violated by an Association Official.
- (b) A “**specification**” is an allegation of some action by an Association Official that supports a particular charge.
- (c) “**Evidence**” is some form of testimony or document that supports or refutes an allegation made in a specification.
- (d) The punitive process outlined in this article is inherently a political, and not criminal, proceeding. All terms of adjudication used refer to this punitive process and not criminal prosecution.

- (e) An “**Association Official**” is any position that receives a stipend or funds from ASG.

§2-2.2. **Purpose of Punitive Process.**

Recognizing that the Student Body places a certain trust in this Association and its Officials, it is appropriate and necessary to maintain a process wherein sanctions may be duly leveled against those who violate that trust.

§2-2.3. **Scope of Punitive Powers.**

The punitive powers of the General Assembly shall extend to all elected and appointed Association Officials, including those in which the Association Constitution and Association Statutes do not require confirmation of the General Assembly for appointment.

§2-2.4. **Standard of Proof.**

The Select Committee on Internal Operations shall only report to the General Assembly those charges supported by a preponderance of the evidence; that is, those charges that, based on the evidence provided, are more likely to have occurred than not.

§2-2.5. **Effective Date of Punitive Statutes.**

Amendments made to this article shall not take effect until the adjournment *sine die* of the session in which the amendment is adopted. No punitive resolution shall specify charges not contained in this article at the time of the alleged infraction.

Part I. Formal Charges.

§2-2.6. **Format of Formal Charges.**

All formal charges shall be in the form of Assembly Resolutions containing, at minimum:

- (a) the name and position of the Association Official against whom sanctions are sought;
- (b) a resolving clause for each specific charge alleged against the Association Official, including corresponding specifications adequately supported by evidence; and,
- (c) the specific sanction(s) sought.

Any resolution lacking any of the foregoing elements shall be out of order.

§2-2.7. **Introduction of Formal Charges.**

All Assembly Resolutions containing formal charges shall be filed with either:

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- (a) the sponsorship and signatures of the Chairman and Vice Chairman of the Council of Student Body Presidents, following a motion made and adopted by the Council to file formal charges against an Association Official; or
- (b) the sponsorship and signatures of five (5) delegates of the General Assembly, provided that no such sponsors are members of the Select Committee on Internal Operations.

§2-2.8. Retention of Sponsorship.

Throughout its consideration, an Assembly Resolution containing formal charges shall retain at least the same number of sponsors as when it was introduced. Remaining sponsors shall be provided a reasonable amount of time, not to extend beyond the time of adoption, to replace sponsors who withdraw. Any resolution lacking the required number of sponsors after this time shall be considered postponed indefinitely.

§2-2.9. Notification of Charges.

As soon as practicable following the filing of formal charges, the Sergeant-at-Arms shall notify the accused Association Official in writing. The notice shall include the filed Assembly Resolution in its entirety and shall be delivered by hand or by certified mail; except that, in the event the accused deliberately avoids notice for at least two (2) weeks, notice may be mailed to the Student Government office of the institution the official attends. The Select Committee on Internal Operations shall not report a resolution containing formal charges, nor shall the General Assembly consider such a resolution on second reading, until notice has been provided.

§2-2.10. Charges Concerning the Senior Vice President.

In the event the Senior Vice President is accused in any formal charges, all duties affecting the involved Assembly Resolution usually discharged by the Senior Vice President shall instead be discharged by the Speaker *Pro Tempore*.

§2-2.11. First Reading and Referral.

All Assembly Resolutions containing formal charges shall be referred to the Council of Student Body Presidents following first reading. Such Assembly Resolutions may not be fast-tracked under any circumstances.

§2-2.12. Committee Consideration.

- (a) Within one (1) month of referral, the Council of Student Body Presidents shall schedule a hearing

on the charges, at which time the accused official shall have the right to present his/her initial defense. The accused official shall have the right to seek and receive clarification to any charge or specification while at this hearing.

- (b) If, after the initial hearing, the Committee believes that the charges merit additional investigation, the Committee shall schedule one or more evidentiary hearings at which the sponsors and the accused shall be both be permitted to present evidence supporting or refuting the specifications supporting the charges.
- (c) The committee shall attempt to have the accused official present for all hearings. Accordingly, all hearings shall be announced with standard two-day notice as provided in Article 1 of this Chapter.
- (d) At any point in its deliberation of formal charges, the Committee shall be empowered to remove or reduce any specification, charge, or sanction contained in the Assembly Resolution.
- (e) At the conclusion of its deliberations, the Committee shall issue a final report either dismissing the charges or recommending them to the General Assembly for consideration. In a report recommending General Assembly action, the Committee shall detail the evidence supporting the specifications, justify the charges based on those specifications, and explain why the charges merit the ordered sanction.

§2-2.13. Discharge of Committee Consideration.

It shall be the policy of the General Assembly to allow the Select Committee on Internal Operations adequate discretion on the length of committee investigation into formal charges. However, if the interests of justice so require, the General Assembly may by a two-thirds (2/3) vote discharge an Assembly Resolution containing formal charges from committee, provided that at least two (2) weeks have elapsed since the date of referral.

§2-2.14. Second Reading.

Seconding reading of Assembly Resolutions containing formal charges shall proceed according to the Standing Rules of the Assembly, provided:

- (a) Following the presentation of the committee report and the sponsors' report, the accused official shall have no less than fifteen (15) minutes to present a defense;
- (b) Adoption of a resolution providing censure as a sanction shall require a two-thirds (2/3) vote;

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- (c) Adoption of a resolution rescinding an appointment as a sanction shall require a three-fourths (3/4) vote;
- (d) Adoption of a resolution providing impeachment as a sanction shall require a three-fourths (3/4) vote, and shall have the effect of indicting the accused official on the specified charges and scheduling a trial on the date specified within the resolution, or at the next regularly-scheduled meeting of the Association, whichever is later.

§2-2.15. Impeachment Trial.

Should an impeached official fail to attend his/her trial, the trial shall be conducted *in absentia*. The procedure for the impeachment trial shall be as follows:

- (a) The Chairman of the Select Committee on Internal Operations, or another author of the final report of the committee, shall present a report of the evidence found during the investigation of the accused.
- (b) The accused shall then respond to the charges and may call witnesses on his/her behalf. Members of the General Assembly may question the accused or any witness that may be summoned.
- (c) Following the hearing of evidence, the accused shall be escorted from the chambers by the Sergeant-at-Arms and the General Assembly shall enter into its deliberations.
- (d) Senators shall have unlimited debating privileges during deliberations, and upon conclusion of debate shall proceed to a vote on whether to remove the impeached official from office.
- (e) When voting is completed, the meeting shall be opened and the presiding officer shall immediately announce the result of the vote before the General Assembly.
- (f) An impeached official shall only be convicted and removed from office by a three-fourths (3/4) majority vote of the General Assembly.

Part II. Sanctions.

§2-2.16. Sanctions Generally.

No sanction shall be levied that is not explicitly provided for by this article.

§2-2.17. Censure and Optional Suspension of Stipend.

A censure shall be considered the strongest possible rebuke provided by this article short of removal from office. In addition, a sanction censuring an

Association Official may optionally include the suspension of any stipend received by the Official.

§2-2.18. Removal from Office.

Removal from office shall result upon the adoption of a resolution rescinding an appointment or upon conviction in an impeachment trial. No removal from office shall include a ban on future service, except as provided by §2-2.19 below.

§2-2.19. Applicability of Ethics in Leadership Requirement.

All officials affected by this Part shall consequently be affected by the Ethics in Leadership provisions contained in *Association Statutes* §1-2.3 and in Assembly Standing Rule 24.

Part III. Specific Charges.

§2-2.20. Charges Generally.

No charge shall be levied that is not explicitly provided for by this article.

§2-2.21. Improper Qualifications.

The charge of Improper Qualifications to Hold Office shall apply where an Association Official lacks one or more qualifications required to hold the office in which he/she serves.

§2-2.22. Neglect of Duty (Nonfeasance).

The charge of Neglect of Duty or Nonfeasance shall apply where an Association Official fails to perform a required duty to the best of his/her ability.

§2-2.23. Breach of Ethical Duty.

The charge of Breach of Ethical Duty shall apply where an Association Official violates the Association Ethics Act provided in Chapter 1, Article 2 of the *Association Statutes* in a manner that is both substantial and willfully malicious.

§2-2.24. Fraudulent Misrepresentation on Official Documents.

The charge of Fraudulent Misrepresentation on Official Documents shall apply where an Association Official files an official document containing knowingly false information or files an official document under false pretenses.

§2-2.25. Abuse of Power.

The charge of Abuse of Power shall apply where an Association Official exercises his/her official power in a manner inconsistent with its just purpose or fair

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use, to the detriment of the Association and the Student Body.

§§2-2.26 to 2-2.30. Reserved for future codification purposes.

Part IV. Removal by Other Processes.

§2-2.31. Dismissal by Officer.

Association Officials empowered to make appointments shall generally have the authority to terminate said appointments.

§2-2.32. Resignation.

All Association Officials shall be permitted to resign their office in writing. Such resignations shall be effective at the date specified by the resignation, and shall be accepted by:

- (a) the General Assembly, in the case of the President or Senior Vice President;
- (b) the institution's delegation leader, in the case of delegates; or,
- (c) by the supervising official, in all other cases.

§2-2.33. Exclusivity.

Except as provided elsewhere in these statutes for discipline within Divisions, the provisions contained in this article shall be the exclusive processes for termination of any Association Office.

ⁱ Chapter revision history

- Created by: AB 18, 38th Session (2009-2010), adopted 10/24/2009.
- Amended by:
 - GB 26 (creates Article 2), 38th Session (2009-2010), adopted 01/30/2010;
 - AB 27 (amends Article 1, Rule 20(b) and creates Article 1, Rule 22(f)), 38th Session (2009-2010), adopted 01/30/2010.
 - AB 18 (amends Article 1, Rule 3(a, b, c, d), 40th Session (2011-2012), adopted 02/25/2012.
 - AB 01 (amends Article 1, Rule 4(a), repeals Article 1, Rule 4(g), amends Article 1, Rule 6(a), repeals and replaces Article 1, Rules 10, 11, 12, creates Article 1, Rules 12A, amends Article 1, Rule 16(a), Article 1, Rule 19(a), and Article 1, Rule 22(c)), 41st Session (2012-2013), adopted 08/25/2012.
 - GB 23 (amends Rule 3b, creates Rule 3e), 41st Session (2012-2013), adopted 10/06/2012.
 - GB 32 (amends Article 2 to reassign punitive powers from the defunct Committee on Government Operations and Community Services to the Select Committee on Internal Operations), 41st Session (2012-2013), adopted 11/10/2012, implemented 04/20/2013 per §2-2.5.
 - GB 3 (creates Rule 4bi), 42nd Session (2013-2014), adopted 2/22/2014.
 - GB 5 (creates Rule 16d), 42nd Session (2013-2014), adopted 2/22/2014.
 - GB 1 (amends Rule 11 a-d), 43rd Session (2014-2015), adopted 9/6/2014.
 - GB 7 (amends Article 1, Rules 1b, 2c, 3a-c, 3e, 5-8, 9c, 10b, 10e, 10A a-c, 12a, 13a, 13c, 14b; repeals and replaces Rules 4, 10d, and 11; repeals Rule 14d, Rule 22 and Rule 23; amends Article 2, 2-2.1(e), 2-2.11, and 2-2.12), 43rd Session (2014-2015), adopted 3/21/2015.