

STUDENT SENATE BILL 2023-1284

TITLE: Senate Electronic Voting System Upgrade Act - Rules and Procedures Revision

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RULE I OFFICERS OF THE SENATE

(AMENDED: 2011-116, 2014-106, 2016-117, 2019-124)

5. Sergeant-at-Arms:

- a. Appointment:
 - i. The President of the Student Senate may appoint the Sergeant-at-Arms whenever the office becomes vacant.
 - ii. The Sergeant-at-Arms may hold other office in Student Government, including a Senate seat.
- b. Powers and Duties:
 - i. The Sergeant-at-Arms will be tasked with maintaining order and preventing individuals from disrupting meetings of the Senate.
 - ii. The Sergeant-at-Arms will remove individuals disrupting meetings of the Senate as deemed by the President of the Student Senate. Prior to removal, the disruptive individual must be issued at least two warnings. The issuing of a warning on the basis of disruption will be left to the discretion of the Senate President.
 - iii. The Sergeant-at-Arms will guard the doors of the Senate chambers, preventing Senators entering the room from joining the voting body once a vote has begun or once a quorum call has been made.
 - iv. The Sergeant-at-Arms will prevent any Senator from leaving the Senate chamber with an electronic clicker.

6. Senate Secretary:

- a. A member of the Student Government office staff will fill the role of the Senate Secretary.
- b. Powers and Duties:
 - i. The Senate Secretary will record the minutes of all meetings of the full Senate.

- ii. The Senate Secretary will perform other clerical duties as determined by Student Government Advising and Operations.
- iii. The Senate Secretary is responsible for bringing the electronic clicker system to Senate meetings and bringing the electronic clicker system back to the Student Government offices. The Senate Secretary will securely store and maintain the electronic clickers.
- iv. The Senate Secretary will have all other duties listed in the Rules and Procedures.

RULE IV ATTENDANCE OF MEMBERS

(AMENDED: 2011-116, 2014-106, 2019-124, 2019-1104, 2021-1003, 2023-125, 2023-146)

1. Roll Call:

- a. The Chair of the Rules and Ethics Committee (or Vice-Chair in the Chair's absence) or their designee will call the roll of the Senate whenever needed. If no members of the Rules and Ethics Committee are present for roll call, the Senate President may designate a Senator to call the roll of the Senate.
- b. The roll will be called at the start of every meeting, as well as for any quorum call or roll call vote.
- c. Any Senator that fails to answer a roll call or quorum call will receive a one-half absence, with a maximum of one absence being given to a Senator per meeting.
- d. Voting records (see Rule VII §1) will be used to determine the final roll call unless the final roll call is called for by a majority vote.
- e. If a Senator turns in an incomplete voting record for final roll call, the Senator will receive one-half absence.
- f. Every time the roll is called, it shall be projected so that it may be visible to all at a meeting. This includes at the start of the meeting, after every recess, as well as for any quorum call or roll call vote. A roll call does not have to be projected only if there are issues with technology and all means to remedy the issues have been exhausted.
- g. Roll call may be conducted by electronic clicker if called for by a majority vote. If roll call is conducted by electronic clicker, all Senators will press the "present" button (as indicated by the Chair of the Senate) on their electronic clicker within one minute of when a roll call is initiated by the Chair of the Senate in the electronic clicker software.

2. Absence Excuses:

- a. If a Senator believes that an absence should be recorded as excused, that Senator must submit an excuse to the Rules and Ethics Committee no later than one week following the absence (see Rule XII §5).
- b. The Rules and Ethics Committee will submit their recommendations of excusal to the Senate for approval during the committee's report.

3. Quorum:

- a. A quorum to conduct business will be a majority of the total membership of the Senate.
- b. Any Senator may raise a point of order regarding the presence of a quorum, at which point the Chair of the Senate will instruct the Chair of the Rules and Ethics Committee (or Vice-Chair or their designee) to call the roll.
- c. The Senate Sergeant-at-Arms will prevent any Senators entering the chambers during the roll call from being recorded as present.
- d. A quorum call may be conducted by electronic clicker if called for by a majority vote. If a quorum call is conducted by electronic clicker, all Senators will press the "present" button (as indicated by the Chair of the Senate) on their electronic clicker within one minute of when a quorum call is initiated by the Chair of the Senate in the electronic clicker software.
- e. During roll call votes, if the number of Senators present and voting does not equal the quorum requirement, the Chair of the Senate shall instruct the Chair of the Rules and Ethics Committee (or Vice-Chair or their designee) to call the roll. If it is established that there is no quorum, the vote shall be null and void.

RULE VII VOTING

(AMENDED: 2014-106, 2016-117, 2018-123, 2019-124, 2019-1104, 2020-1064, 2021-1003, 2023-118, 2023-127)

1. Standard Voting Procedure:

- a. Unless otherwise stated, the standard method for all votes requiring a majority will be by voice, and the method for all votes requiring two-thirds, two-fifths, or one-fifth of the body will be done by electronic clicker. ~~rising (not counted vote)~~.
- b. The chair will declare the outcome of all votes.
- c. Whenever a member doubts the result of a voice vote or a vote by electronic clicker ~~rising vote (not counted)~~, either because the result appears close or because they

doubt that the representative number of members present have voted, they can call for Division of the Assembly, thereby requiring the vote to be taken again.

- i. Divisions will be conducted by counted rising vote.
 - ii. Divisions take precedence over any motion on which a vote is being taken or has just been taken. It may be called for from the moment the negative votes have been cast until the announcement of the result is complete, or immediately thereafter before any debate or business has intervened.
 - iii. Divisions can be applied to any motion on which the Senate is called upon to vote by voice or rising (not counted). No subsidiary motion can be applied to it.
 - iv. Divisions do not require a second, are non-debatable, and are non-amendable.
 - v. Divisions cannot be reconsidered.
 - vi. When it is clear that there has been a full vote and there can be no reasonable doubt as to which side is in the majority, a call for Division is dilatory.
- d. No one may cast a vote for another Senator, under pain of penalty as outlined in Chapter 309 of the Student Body Statutes.
- e. ~~Senators will indicate how they voted on all main motions on voting records to be kept in the Senate's collection of public records with the exception of any main motion not printed on the voter record that is done under unanimous consent~~ Voting records for all Senators shall be collected and maintained automatically by the electronic clicker software. All voting records shall be maintained in the Senate's collection of public records.
- f. No Senator may explain their vote when a vote is taking place. A Senator may only state yes, no, or abstain when voting. If a Senator does not comply with this provision, the Chair of the Senate will issue a warning for disruptive conduct.
- g. No Senator may raise a privileged motion not related to the vote while a vote is taking place.
- h. A Senator has the right to change their vote up until the result is announced.
- i. No Senator may abstain from a vote except in cases wherein voting would present a conflict of interest.
- i. A conflict of interest exists whenever a Senator stands to gain an individual benefit from the matter being considered.
 - ii. Senators who abstain from voting in a voice vote or a vote by electronic clicker due to a conflict of interest must indicate a reason for the abstention on their voter record by letting the Senate Secretaries know in writing within 24 hours of the end of the Senate meeting. If a reason for abstention is not filed with the Senate Secretaries within this time period, the Senator will have an incomplete voter record and will be given a one-half absence.

- j. The chair will not be required to vote except in the event of a roll call vote where their vote would affect the result.
- k. The following types of legislation will be subject to the number of readings as listed below.
 - i. Bills that require one reading:
 - 1. An Authorization
 - 2. A Resolution
 - 3. A Rules and Procedures Change
 - 4. A Special Request
 - ii. Bills that require two readings:
 - 1. A Constitutional Amendment
 - 2. A Reserve Transfer
 - 3. A Statute Change
 - 4. Student Body Law
 - iii. Bills that required three readings:
 - 1. A Vetoes Bill
- l. Unless stated otherwise, the standard method for hearing the Activity and Service Fee Budget will be as follows:
 - i. The Activity and Service Fee Budget must be presented to the Student Senate no later than six days prior to first readings.
 - ii. The Activity and Service Fee must be passed through two readings. If the budget is amended, the amended budget must pass through two readings with identical form.

2. Electronic Clickers

- a. Each Senate seat shall be assigned a permanent electronic clicker for voting by the Senate President or Senate President Pro Tempore in consultation with the Senate Secretaries. It shall be the responsibility of the Senate Secretaries to check-out and check-in electronic clickers to Senators at the beginning and end of Senate meetings.
- b. Electronic clickers are the property of Student Government.
- c. All Senators wishing to leave the Senate chamber during a Senate meeting must check-in their electronic clickers to the Senate Secretaries before leaving. Senators returning to the Senate Chamber during a Senate meeting will check-out their electronic clickers from the Senate Secretaries after re-entering the Senate Chamber.
- d. The Sergeant-at-Arms shall prevent any Senators from leaving the Senate Chamber with an electronic clicker on their person.
- e. Damaged or malfunctioning electronic clickers shall be returned to the Senate Secretaries and Senators shall be given a replacement clicker in a timely manner.

- f. If a Senator's electronic clicker is damaged or malfunctioning during a Senate meeting, the Senator shall convey their votes to the Chair of the Senate directly and maintain a physical voter record that indicates how they voted on all main motions. Physical voter records will be submitted to the Senate Secretaries prior to the end of the Senate meeting.
- g. Penalties
 - i. Any Senator who is found to be voting or attempting to vote with an electronic clicker that is not assigned to them will be subject to the penalties outlined in Chapter 309 of the Student Body Statutes.
 - ii. Any student, other than a Senator, who is found to be voting or attempting to vote with an electronic clicker will be subject to the penalties outlined in Chapter 309 of the Student Body Statutes.
 - iii. If a Senator is found to have lost or damaged an electronic clicker, the Senator is responsible for reimbursing Student Government for the cost of a replacement electronic clicker.
- h. During a vote by electronic clicker, Senators will be given one minute or a voting period designated by the Chair of the Senate to record their vote onto their electronic clicker.
- i. During a vote by electronic clicker, votes will be projected so that it is visible to all at a meeting. A vote does not have to be projected only if there are issues with technology and all means to remedy the issues have been exhausted.

3. Roll Call Votes

- a. When not otherwise called for, a roll call vote may be ordered by a majority of the Senators present and voting at any time before the next question is spoken on.
- b. The roll call vote will be conducted by the Chair of the Rules and Ethics Committee or their designee in accordance with Rule IV §1. During a roll call vote, the Chair of the Rules and Ethics Committee or their designee will call each Senator's name and each Senator will verbally indicate how they voted and use their electronic clicker.
 - i. The name of the Chair of the Senate shall be called last during a roll call vote.
- c. Senators may abstain from voting in the roll call vote in cases of conflict of interest pursuant to Section 1(h) of this rule.
 - i. When the Senator wishing to abstain has their name called, they will explain the reason for the abstention to the Senate for consideration.
 - ii. The Senator abstaining will provide ~~write~~ the reason for abstention in writing to the Senate Secretaries within 24 hours of the end of the Senate meeting to be reflected on their voting record. If a reason for abstention is

not filed with the Senate Secretaries within this time period, the Senator will have an incomplete voter record and will be given a one-half absence.

- d. Roll call votes will be recorded in the minutes of the meeting, indicating how each Senator presented voted.

4. Special Rules Governing Voting:

- a. The Senate may add special rules to the agenda from the floor during Amendments to the Agenda pertaining to voting with a two-thirds vote of the Senate.
- b. The Replacement and Agenda Committee may add special rules to the agenda pertaining to voting with a two-thirds vote of the committee. The Senate may suspend these special rules by a two-thirds vote from the floor during Amendments to the Agenda.

Proviso: This Rules and Procedure Amendment will not be enacted until the electronic voting system is delivered and installed by the selected vendor to the Student Government Senate, as deemed sufficient by Student Government Advising and Operations.