University of Florida

Rules and Procedures

of the

Student Senate



Legislative History

The Senate Executive Officers of Spring 2025 hereby recommend that the University of Florida Student Senate establishes an Ad Hoc Committee to conduct a holistic review of these Rules and Procedures every five years, at minimum.

The Rules and Procedures was initially adopted by the Student Senate in 2008 (Resolution 2008-124). In 2011, the Student Senate subsequently amended the entirety of the Rules and Procedures to refine their scope and applicability (Authorization 2011-116). During the Fall 2013 term, Senate President Cory Yeffet charged an Ad Hoc Committee on Rules and Procedures, chaired by Susan Webster, to review and revise the entirety of this document. During the Spring 2025 term, Senate President Julia Seifer and Senate President Pro Tempore Aaron Rubaii revised and reconstructed the entirety of these Rules and Procedures to ensure their relevance within the modern context of campus life and Student Government (Authorization 2025-203).

Authors of the Rules and Procedures (4th Edition)

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Rules and Procedures of the Student Senate

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Rule I
Governing Documents

(Amended: 2011-116, 2018-125, 2019-124, 2020-1064, 2021-104, 2023-126, 2023-156, 2025-204. 2025-212)

A. Precedence of Documents
    1. In order of precedence, the Student Senate shall be governed by the Constitution of the Student Body, the Statutes of the Student Body, and the Rules and Procedures of the Student Senate. The guiding but non-binding authority of the Student Senate shall first be the rulings of the Senate President, and then the latest edition of Robert's Rules of Order Newly Revised.
    2. The Student Senate shall abide by all applicable state and federal law.

B. Suspension of the Rules
    1. The provisions within these Rules and Procedures and Robert's Rules of Order Newly Revised as a parliamentary authority may be suspended by a two-thirds vote at any time that no question is pending.
        i. Rules may only be suspended in order to allow a particular course of action, which must be stated in the motion to suspend the rules.
        ii. The provisions within the following Rules may not be suspended by any means:
            a. Rule I (this Rule)
            b. Rule II
            c. Rule III
            d. Rule IV
            e. Rule V
                a. This exclusion does not apply to Debate and Voting.
            f. Rule VI
            g. Rule VIII
            h. Rule IX
            i. Rule XI.

Rule II
Membership of the Senate

(Amended: 2010-113, 2010-117, 2011-116, 2014-106, 2016-117, 2019-124, 2020-1064, 2021-104, 2023-130, 2023-191, 2023-193, 2024-221, 2024-244, 2024-256, 2024-306, 2025-137, 2025-158, 2025-169, 2025-171, 2025-172, 2025-175, 2025-180, 2025-184, 2025-205, 2025-212)

A. Senate President
    1. The Senate President shall be the chief executive and administrative officer of the Student Senate, directing all legislative processes, enforcing the Rules and Procedures, preserving parliamentary procedure and decorum, and serving as Chair at meetings of the Senate.
        i. The Senate President reserves the right to issue warnings to individuals for disruptive conduct during meetings. After issuing two warnings to an individual, the Senate President may order the removal of said individual actively disrupting business.
    2. The Senate President shall serve as a neutral arbiter.
    3. The Senate President shall work with the Senate President Pro Tempore and Standing Committee Chairs to facilitate progress and unity as a cohesive Senate Chamber, as outlined in Rule II Section I .
    4. The Senate President serves on the Replacement and Agenda Committee.

B. Senate President Pro Tempore
    1. The Senate President Pro Tempore shall serve as the Chair of the Replacement and Agenda Committee.
    2. The Senate President Pro Tempore shall assist the Senate President in fulfilling the duties of said office.
        i. This includes interpreting rules and parliamentary procedures during meetings of the Senate, but these duties may be alleviated with the appointment of a Senate Parliamentarian.
    3. The Senate President Pro Tempore shall hold Chair at meetings of the Senate whenever the elected Senate President is absent from Chair. In the event of the resignation, removal, or incapacity of the Senate President, the Senate President Pro Tempore shall assume the duties of the office in an acting capacity until a new Senate President is elected by the Senate.

C. Members at Large
    1. The Senate Members At Large shall serve as voting members of the Replacement and Agenda Committee.
        i. A Senate Member at Large shall be the Vice Chair for the Replacement and Agenda Committee.
    2. The Senate Members At Large shall assist the Senate President and the Senate President Pro Tempore in fulfilling the duties of said offices as requested.

D. Standing Committee Chairs
    1. Standing Committee Chairs preside over their respective committees when performing

duties and holding meetings, as outlined in Rule VI.

2. Standing Committee Chairs shall appoint a Vice Chair who shall carry out the duties of the Chair in their absence via email to the Senate President and Senate Secretary.
3. Standing Committee Chairs shall conduct an audio recording for the entire duration - excluding recesses - of each Standing Committee meeting. This recording must be submitted to the Senate Secretary prior to the upcoming Senate meeting.
4. Each Standing Committee Chair may appoint a Committee Clerk to record minutes for each committee meeting and send them to the Senate Secretary prior to the upcoming Senate meeting. Individuals serving as Committee Clerks can be appointed and alternated at the Chair's leisure.
    i. These minutes must be submitted to the Senate Secretary prior to the upcoming Senate Meeting.
5. Standing Committee Chairs shall submit attendance records for their committee members to the Rules and Ethics Committee.
    i. Chairs may rule absences from committee meetings as excused or unexcused. For an absence to be excused, committee members must submit their excuse to their committee chair no later than one week following the absence in question.
    ii. Committee chairs must include these excuses in their attendance report to the Rules and Ethics Committee.
6. After the validation of Senate election results each Fall and Spring, following the election of the Senate President and Senate President Pro Tempore, Chairs of each Standing Committee shall be automatically vacated from their committee seat.
7. The Senate President shall not act as Chair of any Standing Committee.

E. Party Leadership
    1. Political parties shall select their Party Leader by signing a petition and submitting it to the Senate President and Senate Secretary in writing. The party member who receives signatures from a majority of the party shall be the Party Leader.
        i. Political parties shall consist of all of the Senators who have properly indicated their affiliation with that party.
        ii. Political parties may choose a Deputy Party Leader in the same manner.
    2. Any political party with eight or more members shall receive representation on the Replacement and Agenda Committee. Party Leaders represent a political party during Replacement and Agenda Committee Meetings.
        i. A Deputy Party Leader may represent their party in the Replacement and Agenda Committee in the event of a Party Leader's absence or significant conflict of interest.

F. Senate President Appointments
    1. Exclusionary Offices: The Senate President may appoint a Senate Parliamentarian and Sergeant at Arms at their leisure. These positions shall be vacated upon each validation of elections.
        i. Senate Parliamentarian

1. The Senate Parliamentarian shall, upon request, assist Chairs in interpreting rules and parliamentary procedures during meetings and committee meetings of the Senate. These powers shall not contravene any powers delineated to the Chair of the Senate or of any committee.
2. The Senate Parliamentarian shall work to better the Senate's general understanding of parliamentary law and shall help any Senator with issues of parliamentary law.

ii. Senate Sergeant at Arms
1. The Senate Sergeant at Arms shall maintain order and prevent individuals from disrupting meetings of the Senate as directed by the Chair.
2. The Senate Sergeant at Arms shall remove individuals disrupting meetings of the Senate as deemed by the Senate President. Prior to removal, the disruptive individual must be issued at least two warnings by the Chair.
3. The Senate Sergeant at Arms shall prevent Senators entering the room from joining the voting body once a vote has begun or once a quorum call has been made.

iii. Non-Exclusionary Offices: The Senate President may appoint and dissolve Liaisons and Ad Hoc Committee Members at their leisure.
1. Liaisons
    a. The Senate President may appoint Senate Liaisons to other branches of Student Government and University auxiliaries with the purpose of obtaining information on the proceedings of, and maintaining an open, working relationship with, said parts of Student Government and Campus.
    b. The following Liaisons may exist within the Student Senate:
        i. Counseling and Wellness Center (CWC) Liaison
        ii. Community and Belonging Liaison
        iii. Disability Resource Center (DRC) Liaison
        iv. Executive Branch Liaison
        v. J. Wayne Reitz Student Union Liaison
        vi. Recreational Sports Liaison
        vii. Student Engagement Liaison
        viii. Sustainability Liaison
        ix. University Police Department Liaison
    c. The Senate President may discharge any Senate Liaison. The Senate may, by a two-thirds vote, discharge any Senate Liaison.
    d. Senate Liaisons must also hold Senate seats.
    e. The Senate President will meet with the Senate Liaisons at their leisure.
    f. The positions shall be vacated upon each validation of elections.
2. Ad Hocs
    a. See Rule VII Section A.

G. Legislative Chief of Staff
    1. The Senate President and Senate President Pro Tempore may each appoint and dismiss one (1) senator as their Chief of Staff without the approval of any officer or body.
    2. The Chief of Staff shall serve as an assistant to help accomplish tasks and initiatives, with expectations set by their appointing officer.
    3. The Chief of Staff functions within a supportive capacity and cannot assume any specific constitutional or statutory power of their appointing officer.

H. Dean of the Senate
    a. The longest serving Senator(s) shall be the Dean of the Senate. A Senator's term has to be uninterrupted to be recognized as the Dean of the Senate.
    b. The Dean of the Senate shall administer the oath of office and swear-in Senators-elect and Senate President if no Justice of the Supreme Court is present.
    c. In the event that two Senators hold the same length in office, the Senator's last name that comes first alphabetically shall administer the oath of office.

I. Senate Secretaries
    a. Senate Secretaries are considered part of the Student Government Office Staff.
    b. The Senate Secretary shall record the minutes of all meetings of the full Senate and conduct record-keeping as outlined by the Rules and Procedures.
    c. The Senate Secretary shall perform other clerical duties as determined by Student Government Advising and Operations.

J. Executive Committee
    a. The following Senators shall be members of the Senate Executive Board:
        i. The Senate President, as Chair
        ii. The Senate President Pro Tempore
        iii. Chairs of all Standing Committees
    b. The Senate Executive Board shall serve as a forum to allow for communication between the standing committees of the Senate and to aid the members in the completion of their duties.
    c. The Senate Executive Board shall meet at the Chair's leisure, or as otherwise ordered by the Senate by a two-thirds vote.

Rule III
Selection and Expulsion

(Amended: 2011-116, 2014-106, 2016-117, 2019-124, 2019-138, 2020-1064, 2021-104, 2021-110, 2022-126, 2023-188, 2023-191, 2023-193, 2024-221, 2025-158, 2025-165, 2025-171, 2025-177, 2025-180, 2025-185, 2025-206, 2025-212, 2026-105, 2026-115)

A. Senate Officer Elections
    a. Senate President
        i. The Senate President shall be elected at the first meeting of the Senate following the validation of Senate election results each Fall and Spring. If the office otherwise becomes vacant, a new senator must be elected within two meetings following the vacancy, in accordance with the procedure outlined in Rule III.
        ii. After nominations from the floor have closed, each nominee shall have five minutes to address the body, followed by a five minute question and answer period. The Senate President shall be elected by roll call ballot from all Senators present and voting. A majority of all votes cast shall be required to win the election. In the event that no candidate receives a majority of all votes cast, the Senate shall hold a run-off election between the two candidates that received the greatest number of votes.
    b. Senate President Pro Tempore
        i. The Senate President Pro Tempore shall be elected in the same manner and at the same time as the Senate President. If the office otherwise becomes vacant, a new senator must be elected within two meetings following the vacancy, in accordance with the procedure outlined in Rule III.
    c. Member at Large 1 and 2
        i. The Senate shall elect two Members At Large at the same time as the Senate President. If the office otherwise becomes vacant, a new senator must be elected within two meetings following the vacancy, in accordance with the procedure outlined in Rule III.
        ii. After nominations from the floor have closed, each nominee shall have five minutes to address the body, followed by a five minute question and answer period. The Members At Large shall be elected by a standing vote by all Senators present and voting. A majority of all votes cast shall be required to win the election. In the event

that no candidate receives a majority of all votes cast, the Senate shall hold a runoff election between the three candidates that received the greatest number of votes.

B. Order of Succession
    a. The Senate President shall serve as the Chair of the Senate. In the Senate President's absence, the order of succession is as follows:
        i. Senate President Pro Tempore
        ii. Judiciary Committee Chair
        iii. Budget and Appropriations Chair
        iv. Rules and Ethics Chair
        v. Information and Communication Chair
        vi. A Senator elected from the body in the same manner as the Senate President

C. Censure
    a. Censures are a formal statement of disapproval in the form of a resolution that serves as an official warning from the Senate to refrain from similar actions in the future.
        i. The term "censure" does not have to appear in the resolution. A censure does not remove a Senator from office nor does it deny a Senator their rights or privileges.
    b. Senators may be censured for repeatedly disrupting the business of the Senate, inappropriate actions during the discharge of statutorily mandated duties, or for violations of Student Body Law, misfeasance, malfeasance, nonfeasance, or abuse of power.
    c. Any Senator may request the censure of another Senator by filing a petition for censure in the form of a written resolution to the Rules and Ethics Committee.
    d. The Senate may only hear a censure on the Senate floor if the Rules and Ethics Committee recommends it be heard.
    e. Timeline:
        i. Upon receiving a petition for censure, the Rules and Ethics Committee has a maximum of two weeks to investigate and hear the charges as outlined in Rule VI Section E. The Rules and Ethics Committee may choose to not investigate a petition for censure that is substantially similar to a petition that has already been heard. A petition calling for censure of another Senator must have at least twenty Senators' signatures of support.
        ii. Any evidence from the petitioner(s) and respondent(s) must be submitted to the Rules and Ethics Committee email at least 24 hours prior to the hearing.
        iii. Should a member of the Rules and Ethics Committee be the subject of the petition, they shall recuse themselves before any investigation.
        iv. If the Rules and Ethics Committee recommends censure to the Senate, the Senator subject to censure shall be informed by the Rules and Ethics Committee no later than five days before the meeting of the Senate at which the resolution for censure shall be heard.
        v. The Senate shall hear the censure at the next regular meeting following the Rules and Ethics Committee's recommendation, provided that the Senator in question has received at least five days' official notice from the time the recommendation is made.

vi. The Senator subject to censure, not the author(s) or sponsor(s), shall have final privilege when a resolution for censure is being debated in the Senate.

f. Hearing:
    i. The Senator(s) that filed the resolution of censure shall act as the plaintiff(s) in any hearing regarding the investigation, presenting evidence calling for disciplinary action against the Senator(s) under investigation. The plaintiff(s) may obtain a student designee to represent them at hearings of the committee. When conducting an investigation on orders from the Senate or on the committee's own initiative, the Rules and Ethics Committee shall appoint a willing Senator to act as the plaintiff.
    ii. The Senator(s) being investigated shall be considered the defendant(s) in any hearing regarding the investigation. The defendant(s) may obtain a student designee to represent them at hearings of the committee.
    iii. Both sides may present opening statements to the committee before evidence is heard, with the plaintiff presenting first.
    iv. Following opening statements, both sides shall present their arguments to the committee. During the presentation of arguments, members of the committee may interject to ask questions, but such questioning and answers thereof shall not use time afforded to the side presenting its arguments.
    v. Following the presentation of arguments, both sides may present closing remarks to the committee, with the plaintiff presenting first.
    vi. The Rules and Ethics Committee may impose time restrictions on each stage of the hearing, so long as each side is afforded an equal amount of time for each stage of the hearing.
    vii. Following closing remarks, the committee shall move into deliberations. No new evidence may be presented and only committee members will be recognized to speak.
    viii. If the committee deems that the charges presented are well founded, the committee shall report to the Senate a resolution calling for the defendant's censure. If the committee deems the charges to be not well founded, the committee shall not send a recommendation to the Senate and charges will be dropped.
g. A vote of two-thirds of the membership of the Senate is required to censure a Senator. If a Senator is censured twice within a one-year period, the Rules and Ethics Committee shall automatically investigate that Senator and may, at the committee's discretion, submit a resolution calling for that Senator's expulsion to the Senate.

D. Expulsion
a. Any Senator may request the expulsion of another Senator from the Senate by filing a petition in the form of a written resolution calling for expulsion with the Rules and Ethics Committee.
    i. An expulsion charge does not remove a Senator from office nor does it deny a Senator their rights or privileges.
b. The Senate may only hear an expulsion on the Senate floor if the Rules and Ethics Committee recommends it be heard.
c. Timeline:

i. The timeline for Expulsion proceedings shall be the same as that of the Censure proceedings.

d. Hearing:
   i. The hearing procedure shall be the same as that for the Censure.
e. A vote of two-thirds of the membership of the Senate is required to expel a Senator.
f. The expulsion of a Senator becomes effective immediately after the final announcement of the vote.

E. Officer Removal
   a. The following Officers may be removed using this procedure:
      i. Senate President
      ii. Senate President Pro Tempore
      iii. Senate Member At Large
      iv. All Standing Committee Chairs
      v. All Standing Committee Members
      vi. Senate Parliamentarian
      vii. Sergeant at Arms
   b. Any Senator may request the removal of the aforementioned individuals from their respective offices by filing a petition in the form of a written resolution with the Rules and Ethics Committee.
      i. A call for removal does not immediately remove a Senator from their office nor does it deny a Senator their rights or privileges.
   c. The Senate may only hear a recommendation for removal from an office on the Senate floor if the Rules and Ethics Committee recommends it be heard.
   d. Timeline:
      i. The timeline for Removal proceedings shall be the same as that of the Censure and Expulsion proceedings.
   e. Hearing:
      i. The hearing procedure shall be the same as that for the Censure and Expulsion.
   f. A vote of two-thirds of the membership of the Senate is required to remove an individual from their respective position.
   g. The expulsion of a Senator from their respective position is effective immediately after the final announcement of the vote. In the event that the Senate President, Senate President Pro Tempore, or Senate Member at Large is removed from their respective position, elections as outlined in Rule III Section A may not take place until the following regular meeting.

F. Expulsion from the Student Senate
   a. Any Student Senator may request expulsion of another Student Senator by filing written charges with the Rules and Ethics Chairperson.
   b. Any Student Senator may be subject to expulsion for failure to complete constituency requirements. The procedure outlined in 324.3 shall be followed in all cases of constituency requirement expulsion.

c. Upon receipt of written charges under Section 330.1, the Rules and Ethics Committee shall investigate the charges. Investigation procedures shall be established by the committee. If two-thirds (2/3) of the committee members feel that the charges are well-founded and serious enough to warrant expulsion, the matter shall be brought before the entire Student Senate.
d. The Rules and Ethics Committee must give the subject Student Senator written notice of the charges at least seventy-two (72) hours prior to the Student Senate meeting at which expulsion will be considered.
e. When the matter of expulsion is brought before the Student Senate, the charges shall be announced, the committee's evaluation given, and the subject Student Senator shall be afforded a complete opportunity to reply to the charges.
f. No Student Senator shall be expelled from the Student Senate except upon the vote of two-thirds (2/3) of the membership. The subject Student Senator may vote.
g. If a Student Senator is expelled in accordance with the foregoing procedures, the expulsion shall be complete upon announcement of the vote, and the subject ex-Student Senator shall not be permitted to participate further in Student Senate activities.
h. If the subject Student Senator submits a resignation to the Senate President prior to the matter being voted out of committee, the charges shall be dropped.
i. If the subject Student Senator submits a resignation to the Senate President after the matter is voted out of committee, but before being considered by the Student Senate as a whole, the matter shall be dropped.
j. If the committee fails to bring the matter before the Student Senate at the second weekly meeting following receipt of written charges, the Student Senate may place the matter on the following week's agenda by a two-thirds (2/3) vote of those present and voting.
k. A Student Senator who is duly expelled pursuant to this chapter, or who resigns while charges pursuant to this chapter are pending, shall be ineligible for appointment as a Student Senator. Such a Student Senator may regain eligibility if later elected or re-elected to the Student Senate.

G. The Sinclair Rule
a. The Senate shall be prohibited from filling a vacancy due to resignation due to nonattendance or noncompliance if the window for contesting the vacancy is still open or is currently being contested or appealed. The Senate may only fill the seat after final adjudication if the initial decision was upheld. The Senate President Pro Tempore shall be prohibited from announcing the vacancy of a seat until after the window for contesting the vacancy is closed and the adjudication process has been concluded.
b. If, following the adjudication process, it is determined that the vacancy should be overturned, and the respective party is reinstated to the vacant senate seat, the individual in question shall also be reinstated to all committee positions previously held, unless one of those positions was on the Replacement and Agenda committee.

Rule IV
Agenda

(Amended: 2014-106, 2019-124, 2020-1064, 2021-104, 2023-124, 2023-147, 2024-201, 2024-239, 2024-240, 2024-246, 2025-115, 2025-143, 2025-180, 2025-214, 2025-212, 2026-107, 2026-111)

A. Procedure
   a. The Replacement and Agenda Committee shall prepare the agenda for regular meetings.
   b. The order of agenda items shall follow Rule IV unless amended through the creation of a special rule by the Replacement and Agenda Committee.
   c. The order of Agenda items can be amended on the floor by a majority vote.
   d. If the Replacement and Agenda Committee fails to meet, prepare, and send the agenda by 5:00 PM ET on the day before the meeting of the Senate, the Senate Secretary shall prepare a skeleton agenda.
      i. A skeleton agenda contains the framework of the agenda without any specific agenda items.
   e. The agenda shall begin with the following statement: "We shall be respectful of each other even when we disagree. We shall direct all comments to the issues. We shall avoid personal attacks." A Student Senator who acts contrary to this statement, as determined by the Chair of the Senate, shall be issued a warning for disruptive conduct.

B. Items
   a. Pledge Of Allegiance
      i. Senators may be nominated by the Senate President to recite the Pledge of Allegiance before the chamber at the start of every meeting. If no senator is willing or able to recite the Pledge of Allegiance, this duty shall be performed by the Senate President.
   b. Indigenous Land Acknowledgement
      i. Senators may be nominated by the Senate President to read the Indigenous Land Acknowledgement before the chamber at the start of every meeting. If no senator is willing or able, this duty shall be performed by the Senate President.

ii. The University of Florida Student Government hereby adopts the following Indigenous Land Acknowledgement statement. We acknowledge that the University of Florida is located on the ancestral and present homelands of the Ais, Apalachee, Calusa, Creek, Miccosukee, and Yamasee peoples, with our main campus located on the ancestral territory of the Potano and of the Seminole peoples. The Potano, of Timucua affiliation, lived here in the Alachua region until the destruction of their towns in the early 1700s. We pay our respects to these Indigenous elders and descendants of the past and present, especially those who have called the University of Florida home within their lifetime.

c. Moment of Silence
    i. Following the Pledge of Allegiance and the reading of the Indigenous Land Acknowledgement, the Senate President will call for a moment of silence.
d. Public Comment
    i. All members of the Student Body may speak during public comment.
    ii. University administrative officers and college deans may speak during public comment.
    iii. Individuals may sign up for public comment by submitting an electronic request that specifies the matter on which the student wishes to speak to the Senate President and Senate Secretary which is received no later than 5:00 PM ET on the day of the meeting of the Senate.
    iv. Speakers must be present in the Senate Chamber to receive public comment time.
    v. Each individual signed up for public comment must be afforded exactly five minutes to speak. If a student does not exhaust their speaking time, it shall automatically be yielded to the Chair of the Senate.
        1. The Senate is prohibited from extending or limiting the speaking time of any speaker.
    vi. Speakers must direct all comments to the Chair of the Senate. Any speaker that directs a comment at an individual other than the Chair of the Senate shall be issued a warning for disruptive conduct. A speaker shall automatically yield their time to the Chair if they receive two warnings.
    vii. Speakers may project a presentation or other digital media during Public Comment. All materials projected must be submitted to the Senate President and Senate Secretary along with the electronic request to speak by 5:00 PM ET on the day of the meeting of the Senate.
e. Executive Branch Reports
    i. The following individuals or their designees shall be allowed as much time before the Senate as is necessary to present items germane to their administrations.
        1. Student Body President (Current or Elect)

2. Student Body Vice President (Current or Elect)
3. Student Body Treasurer (Current or Elect)
4. Agency Heads
5. Cabinet Chairs
6. Cabinet Directors
7. Executive Secretaries

f. Judicial Branch Reports
    i. The following people or their designees shall be allowed as much time before the Senate as is necessary to present items germane to their administrations.
        1. Chief Justice of the Supreme Court
        2. Justices of the Supreme Court
        3. Chair of the Elections Commission
        4. Supervisor of Elections

g. Goodbye Speeches
    i. A Senator must notify the Senate President and Senate Secretary in writing by 5:00 PM ET on the day of the meeting of the Senate to give a goodbye speech.
    ii. Senators whose terms conclude and are not up for validation may sign up to deliver a goodbye speech at the final meeting of the Senate term.
    iii. Individuals who resign from the Senate may sign up to deliver a goodbye speech at the first meeting following their resignation.
        1. Senators who resign by nonattendance or noncompliance are not afforded the opportunity to give a goodbye speech.
    iv. A Senator who is giving a goodbye speech shall be allowed exactly 10 minutes to deliver their speech. If a Senator does not exhaust their speaking time, it shall be automatically yielded to the Senate President.

h. Amendments to the Minutes
    i. Senators may amend the minutes of the most recent previous Senate meeting by a majority vote.

i. Amendments to the Agenda
    i. Senators may amend the structure of the agenda by a majority vote.
    ii. Senators may move to approve agenda items by unanimous consent.
    iii. Senators may add or suspend special rules on the agenda by a two-thirds vote.
    iv. Motions under Amendments to the Agenda are non-debatable and non-amendable.
    v. The Senate must adopt the agenda by a majority vote and if passed, shall end amendments to the agenda. The motion to adopt the agenda shall only be considered if there are no other Senators waiting to be recognized by the Chair.

j. Executive Branch Nominations
    i. All nominations to the Executive Branch of Student Government requiring Senate approval shall be considered under this section.

ii. Debate over this question shall begin with five minutes of questions of the Nominating Individual (or their designee) or the nominee in question.
iii. After the question period, debate shall be structured with three rounds of alternating con and pro with three minutes per side per round.
iv. Approval of Executive Branch nominations requires a majority vote.
v. Executive Branch nominations that are not pending on the agenda will be submitted to the Replacement and Agenda Committee Chair no later than 12:00 PM ET two days before the Replacement and Agenda Committee's meeting date.

k. Judicial Branch Nominations
   i. All nominations to the Judicial Branch of Student Government requiring Senate approval shall be considered under this section.
   ii. Debate over this question shall begin with five minutes of questions of the Nominating Individual (or their designee) or the nominee in question.
   iii. After the question period, debate shall be structured with three rounds of alternating con and pro with three minutes per side per round.
   iv. Approval of Judicial Branch nominations requires a majority vote.
   v. Judicial Branch nominations that are not pending on the agenda will be submitted to the Replacement and Agenda Committee Chair no later than 12:00 PM ET two days before the Replacement and Agenda Committee's meeting date.

l. Legislative Branch Nominations
   i. All nominations made by the Senate President or the Replacement and Agenda Committee shall be considered under this section.
      1. The following nominations are subject to this rule.
         a. Standing Committee Chairs
         b. Standing Committee Members
         c. Permanent Senate Vacancy Replacements
         d. Summer Senate Vacancy Replacements
   ii. The approval process for these nominations shall be as follows: three minutes of presentation, three minutes of questions and answers, three rounds of alternating con and pro debate with three minutes per round per side, and three minutes final privilege.
   iii. Approval of Legislative Branch nominations requires a majority vote.
   iv. If the Senate does not adopt the Legislative Branch nomination, the opening shall remain vacant.

m. Legislation under First Reading
   i. All legislation approved by the Judiciary Committee and Budget and Appropriations Committee at their most recent meeting shall be placed on the agenda under first reading.

n. Legislation under Second Reading

i. All bills of law passed in the student senate shall automatically be placed under second reading.
ii. No second reading of a bill shall be considered with twenty-four (24) hours of the start of the meeting at which first passage occurred, except for the following provision:
    1. Second readings may be considered with less than a twenty-four (24) hour interim provided that the meeting at which it is to be considered is called by a 4/5 vote of the Student Senators present at the previous meeting. Second readings of any Activity and Service Fee, Organizational, or Special Events budget may not be overridden in this manner.

o. Vetoes
    i. All legislation vetoed by an appropriate authority shall be placed under this section.
p. Absences
    i. All excused and unexcused absences shall be placed under this section.
    ii. Absences shall be heard as a bloc.
    iii. Approval of absences requires a majority vote.
q. Announcements
    i. Senate President Report
        1. The Senate President or their designee shall give a report regarding items germane to Senate business and the student body.
    ii. Committee Reports
        1. All Standing Committees must deliver a report at every regular Senate meeting regarding items germane to committee business
        2. The report shall be given by the Committee Chair (or designee in the event of their absence).
        3. Standing Committee reports must not exceed 10 minutes in duration (excluding the Legislation Workshop and Budget Presentation).
            a. If a committee report does not exhaust its full allotted time, the remainder of the time shall be automatically yielded to the Chair of the Senate.
        4. Minority reports may be given by a committee member whose vote dissented from the majority on a specific agenda item at the most recent committee meeting.
            a. Minority reports must not exceed 5 minutes in duration.
        5. The Replacement and Agenda Committee Chair (or their designee) must state all open committee seats and vacancies during their report.
    iii. Ad Hoc Committee Reports
        1. All Ad Hoc Committees must give a report at every regular Senate meeting.

2. The Ad Hoc Committee report shall be given by the Ad Hoc Committee chair (or designee in the event of their absence).
3. Ad Hoc Committee reports must not exceed 5 minutes in duration.

iv. General Announcements
1. There shall be a period at the end of every regular Senate meeting for announcements that are germane to Senate business or the Student Body.
2. All Senators are afforded the opportunity to give an announcement during this period.
3. The Chair of the Senate must recognize every member wishing to give an announcement before the meeting is adjourned.

r. Adjournment
i. Following the completion of all items on the agenda, the Chair of the Senate shall adjourn the meeting.
1. Thirty (30) minutes prior to the space where the meeting of the Student Senate is being held shall close, the Chair of the Senate shall use their discretion to allow the current business to conclude or to proceed to the Announcements section of the meeting to allow the Student Senate to adjourn in an orderly manner. Any agenda item left unconsidered shall be postponed to the next Senate meeting without the need to be reheard in a committee of the Student Senate.

Rule V
Meetings

(Amended: 2014-106, 2016-117, 2019-124, 2019-138, 2020-1064, 2021-104, 2023-118, 2023-124, 2023-127, 2023-147, 2023-191, 2024-144, 2024-201, 2024-239, 2024-240, 2024-246, 2024-267, 2025-115, 2025-143, 2025-154, 2025-157, 2025-159, 2025-179, 2025-180, 2025-207, 2025-212)

A. Regular Meetings
    a. Regular meetings shall be conducted on campus at as consistent a time and location as is possible.
    b. The Replacement and Agenda Committee shall set the time and location for regular meetings at the beginning of each academic term. This decision can be overturned by a majority vote of the Senate.
    c. The Chair of the Senate shall call the Senate meeting to order within 15 minutes of its scheduled time listed on the agenda. If the Chair fails to do so, Rule III Section B dictates succession of Chair of the Senate for that meeting.
    d. The Chair of the Senate shall rule on all points of order and issues of parliamentary law.
        i. The Chair shall deny the hearing of any dilatory motions and issue a warning for disruptive conduct to any Senator who has made a dilatory motion.
            1. This section shall also apply to incidental motions including, but not limited to, points of information and parliamentary inquiries.
    e. The Chair shall have the unilateral discretion at any time to recess the Student Senate for a set period of time.
    f. A Senator may object to the recess. A vote of a majority of those present and voting is required to sustain the objection.
    g. The Senate President may cancel a regular meeting set by the Replacement and Agenda Committee at their individual discretion. The Senate President must cancel a regular meeting at least 24 hours prior to the start of the regular meeting. The Senate President may cancel a regular meeting with less than 24 hours notice if a meeting space is not reserved or the meeting was not properly public noticed.
    h. The Senate President may not cancel two consecutive regular meetings unless quorum is unattainable due to vacancies or the meeting date coincides with a major religious holiday.

B. Special Meetings
    a. The Senate President or the Student Body President may call special meetings of the Senate.
    b. The Senate President shall call for a special meeting of the Senate upon receiving a petition requesting such bearing the signatures of a majority of sitting Senators. This petition shall include the intended purpose for the special meeting, which must be reflected in the announcement of the meeting and the agenda.
    c. Notice, either written, verbal, or electronic, must be given a minimum of forty eight hours prior to the start of the meeting to all members of the Senate.
    d. The purpose of the meeting must be included in the announcement of the meeting.
    e. The officer who called the special meeting shall prepare the agenda for that meeting following the guidelines in Rule IV Section B, so long as the agenda remain germane to the purpose of the meeting, as mentioned in the call for the meeting.

C. Virtual Meetings
    a. The Student Senate and committees of the Student Senate may only conduct virtual meetings in the event of a federal, state, or local state of emergency as determined by the University of Florida administration impacting the Student Senate's ability to meet in-person.

D. Recess
    a. If the Student Senate is not called back to order within 15 minutes of the time limit for the recess or within 30 minutes after a motion to recess until called back by the chair, then the Chair of the Senate shall fall to the next shalling member in the line of succession pursuant to Rule III Section B. .

E. Debate
    a. Senators who are rightfully able to vote shall be able to speak in debate on the floor.
    b. Any Senator may yield their debate time to a specific Senator or to like-minded speakers.
    c. Debate may be limited or extended by a two-thirds vote so long as each side is afforded an equal amount of time.
    d. If a Senator's speech is hostile to the side whose time they are using, that Senator will be issued a warning for disruptive conduct and any time used by that speech should be returned to the clock.
    e. If there are no Senators wishing to speak on concurrent rounds of con and pro, the Senate will move into final privilege.

F. Voting
    a. The standard method for all votes shall be by rising vote, unless otherwise denoted in the Statutes or Rules and Procedures.
        i. The other methods of voting within the Student Senate are counted rising vote and roll call vote.
        ii. Senators with physical disabilities that prevent them from standing may instead raise their hand to indicate their vote. Senators wishing to use this accommodation must notify the Senate President via email.

iii. This accommodation also allows for the individual Senator to be recognized by the Chair of the Senate through raising their hand.

b. The Chair of the Senate shall declare the outcome of all votes.
    i. A Senator may call for a Division of the Assembly - thereby requiring the vote to be taken again - if they doubt the outcome of any vote, either because the result appears close or because they doubt that the representative number of members present have voted.
        1. 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.
        2. Divisions shall be conducted by counted rising vote. Divisions cannot therefore be applied to counted rising vote.
        3. Divisions cannot be called if already moved onto the next item of business.
        4. Divisions do not require a second, are non-debatable and non-amendable, and cannot be reconsidered.
c. No one may cast a vote for another Senator, under pain of penalty as outlined in Chapter 309 of the Student Body Statutes.
d. 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 shall issue a warning for disruptive conduct.
    i. No Senator may abstain from a vote except in cases wherein voting would present a conflict of interest.
        1. Senators who abstain from voting 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 shall have an incomplete voter record and shall be given a one-half absence.
e. No Senator may raise a privileged motion not related to the vote while a vote is taking place.
f. A Senator has the right to change their vote up until the result is announced.
g. The Chair shall not vote except in the event of a roll call vote where their vote would affect the result.

Rule VI
Standing Committees

(Amended: 2009-100, 2009-104, 2009-121, 2009-140, 2010-122, 2011-114, 2011-116, 2011- 130, 2014-106, 2014-111, 2016-117, 2018-114, 2018-121, 2019-124, 2019-1104, 2020-1034, 2020-1064, 2021-104, 2022-126, 2023-122, 2023-136, 2023-142, 2023-145, 2023-195, 2024- 245, 2024-252, 2024-253, 2024-290, 2024-293, 2024-294, 2025-107, 2025-182, 2025-170, 2025-215, 2025-212, 2026-108, 2026-117)

A. Regulations
    a. Individuals are not permitted to serve on more than one standing committee at a time, excluding the Replacement and Agenda Committee.
        i. During the Summer Term, Senators may serve on a maximum of two (2) standing committees at a time.
            1. No more than four (4) members of each standing committee may simultaneously serve on another standing committee.
            2. Any Permanent Senator serving on two (2) standing committees during the Summer Term must resign from one (1) such committee prior to the start of the final meeting of the Summer term. This shall be indicated through an email to the Senate President Pro Tempore.
            3. Standing Committee Chairs are not able to serve as a member of any other standing committee while serving as Chair.
    b. If the Chair and Vice Chair are not present at a meeting of a Standing Committee, the committee shall elect a temporary chair from among its membership by a majority of those present and voting. In the case of the Replacement and Agenda Committee, if the Chair (Senate President Pro Tempore) and Vice Chair (Member at Large) are both absent, the remaining Member at Large shall serve as acting chair for that meeting.
    c. Standing Committee Chairs shall submit attendance records for their committee members to the Rules and Ethics Committee.
        i. Chairs may rule absences from committee meetings as excused or unexcused. For an absence to be excused, committee members must submit their excuse

to their committee chair no later than one week following the absence in question.

d. All Standing Committees shall meet at least once every two weeks at the time and place determined by the Chair, unless there is no business to be heard by the committee.

B. Replacement and Agenda Committee
   a. Membership:
      i. The Senate President Pro Tempore, as Chair
      ii. The Senate President
      iii. The leader of every political party
      iv. The Two Senate Members At Large
   b. Responsibilities:
      i. The Replacement and Agenda Committee shall prepare the agenda for regular meetings of the Senate
      ii. The Replacement and Agenda Committee may add special rules to the agenda pertaining to the structure of debate and voting with a two-thirds vote of the committee.
         1. The committee may not change the threshold required to approve a nominee or legislation.
      iii. The Replacement and Agenda Committee shall nominate individuals to fill all Senate Vacancies, Committee Vacancies, and Committee Chair Vacancies.
         1. Individuals who applied for any Senate Vacancies must be notified of the committee's decision within 24 hours.
         2. Committee members may abstain during voting on these nominations by indicating their abstention to the chair prior to the vote if there is a conflict of interest.
         3. Should a committee member interview for a committee seat, they may not nominate themselves or any other candidates for that committee.
      iv. The Replacement and Agenda Committee shall review the qualifications of all Executive and Judicial branch nominations that require Senate approval.
      v. The Replacement and Agenda Committee shall offer an interview to all applicants for Senate Vacancies, Summer Vacancies, Committee Vacancies, and Committee Chair Vacancies.
      vi. The Replacement and Agenda Committee will also offer students the ability to submit application materials, including a resume, to be considered during the decision making process.
      vii. The Replacement and Agenda Committee will evaluate all applicants in a fair, unbiased manner to nominate the most qualified individuals to fill respective senate vacancies.

C. Judiciary Committee
   a. Membership:
      i. Judiciary Committee Chair

ii. Judiciary Committee Vice Chair
iii. 7 Members named to the committee.

b. Responsibilities:
   i. The Judiciary Committee shall review all non-budgetary bills, resolutions, and proposed constitutional amendments submitted to the Senate.
   ii. The Judiciary Committee shall review the qualifications of all nominations to the judicial branch, determining if they are qualified to hold said office.
   iii. The Judiciary Committee shall, a minimum of three weeks before the end of the Fall Academic Semester, submit to the Senate legislation regarding the apportionment of the Senate.
   iv. The Judiciary Committee Chair shall once every Fall and Spring terms, present a workshop on how to draft and submit legislation. This workshop can be done in conjunction with or separate from the New Senator Orientation.
   v. Proposed legislation that is to be reviewed by the Judiciary Committee shall be sent to all Senators by the Judiciary Committee Chair no later than 24 hours before the committee meeting at which it is scheduled to be reviewed.
   vi. The Judiciary Committee may make the following motions regarding legislation:
      1. Pass
      2. Table
      3. Postpone
      4. Fail
      5. Amend
   vii. Each bill postponed by the Judiciary Committee shall be reviewed in the next committee meeting or it shall be considered failed.
   viii. The Judiciary Committee Chair of the committee shall inform the author of the bill as to why it failed using the aforementioned criteria in the meeting the bill was reviewed.
   ix. Only bills passed by the Judiciary Committee shall be sent to the full Senate.
   x. Apportionment:
      1. The Judiciary Committee shall draft legislation to set the apportionment of the Senate, either reapportioning it with a bill amending the section of the Student Body Statutes regarding apportionment or recommending (through a resolution) to the Senate that the apportionment of the Senate be maintained in its current state.
      2. The committee shall begin drafting apportionment legislation, including requesting any relevant data, no earlier than the start of the Summer A term.
      3. Apportionment legislation may not be submitted to the floor of the Senate until the start of the Fall term and must be submitted a

minimum of 3 weeks before the conclusion of the fall academic semester.

4. If the legislation proposed by the committee fails to be adopted by the Senate, the Senate may either recommit the legislation with instructions or may adopt other legislation setting apportionment.

D. Budget and Appropriations Committee
    a. Membership:
        i. Budget and Appropriations Committee Chair
        ii. Budget and Appropriations Vice Chair
        iii. 7 Members named to the committee.
    b. Responsibilities:
        i. The Budget and Appropriations Committee shall examine, amend as needed, and report to the Senate the Activity and Service Fee Budget, all student organization operational budgets, student organization event requests, student organization travel requests, requests for line-item budget changes, and requests for reserve funds.
        ii. The Budget and Appropriations Committee shall hear and decide on all appeals stemming from decisions of the Travel Grant Sub-Committee.
        iii. The Budget and Appropriations Committee may make the following motions regarding legislation.
            1. Pass
            2. Table
            3. Postpone
            4. Fail
            5. Amend
        iv. Each bill postponed by the Budget and Appropriations Committee shall be reviewed in the next committee meeting or it shall be considered failed.
        v. The Budget and Appropriations Committee Chair must send any reserve transfer bills or changes to the originally approved budget to all Senators 24 hours before the duly called budget meeting.
        vi. The Budget and Appropriations Committee Chairperson shall make the Student Senate aware of any approved travel, event, and Student Organization Operational Budget requests in writing within 72 hours of final approval.
        vii. The Budget and Appropriations Committee Chair shall submit into the Senate records all budget requests and other documents submitted to the committee.
        viii. Student Government-Funded Organizations:
            1. Any organization requesting funding through the Budget and Appropriations Committee must submit all forms and documents required by the committee.

2. All Student Government-funded organization requests are to be sent to all Senators at least 24 hours in advance of the committee hearing at which said request should be heard.

ix. The Student Senate authorizes the Budget and Appropriations Committee to hear event, travel, and Student Organization Operational Budget requests from registered student organizations without requiring a bill of law for approval.

E. Rules and Ethics Committee
   a. Membership:
      i. Rules and Ethics Committee Chair
      ii. Rules and Ethics Committee Vice Chair
      iii. 7 Members named to the committee.
      iv. No Senator who is currently on probation for not completing constituency requirements may be appointed to the Rules and Ethics Committee. Any Senator on the Rules and Ethics Committee placed on constituency probation shall be automatically removed from the committee.
   b. Responsibilities:
      i. The Rules and Ethics Committee shall investigate whenever a Senator files a petition calling for a Senator's censure,expulsion, or removal as per Rule III Sections C, D, and E.
      ii. The Rules and Ethics Committee shall review all absence excuses and recommend action on these excuses to the Senate.
      iii. The Rules and Ethics Committee shall hear appeals from resignations by non-attendance and may expunge absences from a Senator's attendance record as outlined in Chapter 323 of the Student Body Statutes.
      iv. The Rules and Ethics Committee shall issue warning letters and letters of resignation by non-attendance to Senators as outlined in Chapter 323 of the Student Body Statutes.
      v. The Rules and Ethics Committee shall enforce constituency requirements as outlined in Chapter 324 of the Student Body Statutes.
      vi. Investigation of Senators:
         1. The Rules and Ethics Committee shall set dates and times for hearings regarding the investigation and shall set deadlines regarding evidence submission.
         2. The Rules and Ethics Committee shall serve Senators with notice that they are being investigated by the committee and shall include in this or subsequent notice the times and locations of any hearings pertaining to the investigation no later than three days prior to a hearing.
         3. The Rules and Ethics Committee shall issue all subpoenas required to conduct the investigation as outlined in Chapter 308 of the Student Body Statutes.

F. Information and Communications Committee
    a. Membership:
        i. Information and Communications Committee Chair
        ii. Information and Communications Committee Vice Chair
        iii. 7 Members named to the committee.
    b. Responsibilities:
        i. The Information and Communication Committee shall organize Senate social events to facilitate unity across the Chamber.
        ii. The Information and Communication Committee shall be responsible for the Senate's public relations, promoting awareness of Senators, initiatives, committees, and legislation to the public.
        iii. The Information and Communication Committee shall ensure that information regarding any open Senate seats is posted on the UF Senate Instagram no later than two days before the Replacement and Agenda Committee conducts interviews for any open seats.
        iv. The Information and Communication Committee shall be responsible for live streaming all Senate meetings from a set location in the Senate Chamber that allows all speakers at the front of the chamber to be audible and visible at all times. The Information and Communication Chair, or their designee, shall be responsible for starting and ending the live stream.
            1. Access to the Senate live stream shall be linked in a visible place on the official Student Government website and the Student Senate Instagram.
        v. The Information and Communications Committee shall be responsible for releasing an amendable religious holiday calendar at the beginning of each term.
        vi. Orientation Sessions:
            1. The Information and Communication Committee must hold an orientation session during the Fall, Spring, and Summer Semesters.
            2. The Information and Communication Committee Chair or their designee shall hold an orientation session prior to any new Senator's third regular meeting of the Senate.
            3. These orientations shall be mandatory and attendance is required for all Senators that have not previously attended an orientation or make up orientation.
        vii. Senate Retreats:
            1. The Information and Communication Committee must hold at least one Senate Retreat that awards attending Senators a one-half absence credit on their attendance record per legislative term.
                a. No more than two retreats may count as a one-half absence credit for Senators in the Fall and Spring legislative terms. No

more than one retreat may count as a one-half absence credit for Senators each of in the Summer legislative terms.

2. Senate retreats should not be held during any university-recognized break or holiday if possible

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Rule VII
Special Committees

(Amended: 2011-116, 2016-117, 2019-124, 2020-1064, 2021-104, 2023-152, 2023-190, 2024-225, 2024-226, 2025-166, 2025-168, 2025-208, 2025-212, 2026-120)

A. Ad Hoc Committees
   a. The Senate President may establish Ad Hoc Committees, temporary committees of the Senate focused on addressing specific tasks or issues as established in their creation.
   b. The Senate President shall appoint the members and leadership of Ad Hoc Committees. Membership of Ad Hoc Committees may include both Senators and members of the Student Body.
   c. The Senate may, by a two-thirds vote, remove any member of an Ad Hoc Committee (see Rule III Section E for removal from Standing Committees).
   d. The Senate President may discharge any Ad Hoc Committee of the Senate. The Senate may, by a two-thirds vote, discharge any Ad Hoc Committee of the Senate.
   e. Each Ad Hoc Committee shall be discharged upon validation of election results.
   f. Each Ad Hoc Committee shall be discharged upon the completion of the initiative which it was created to accomplish.
   g. If an Ad Hoc committee fails to implement one initiative or produce legislation during a Senate term, the committee shall be discharged.

h. If an Ad Hoc committee is unable to give a report at a Senate Meeting, it shall be given a warning by the Senate President.
i. If an Ad Hoc committee receives more than 1 warning, it shall be automatically discharged.

B. Joint Committee
   a. The Joint Committee is a committee containing the full membership of both the Rules and Ethics and Judiciary Standing Committees.
   b. The Joint Committee exists to investigate and render decisions on censure resolutions against all applicable Student Government Officials listed in S.B.S. 305.
   c. The Chair of the Rules and Ethics committee shall serve as the Chair of the Joint Committee.
   d. The process for Joint Committee hearings is outlined in S.B.S. 305.

C. Caucuses
   a. Definition: A collection of Senators with a shared legislative interest.
   b. A Caucus may be formed through a letter of intent submitted to the Senate President and Senate Secretary, which must include,
      i. The name of the Caucus,
      ii. The leadership makeup of the caucus,
      iii. The members of the Caucus,
      iv. The constitution of the Caucus.
   c. All Caucuses must maintain a minimum membership of 10 Senators to remain active.
   d. If a Caucus fails to implement one initiative or produce legislation during a Senate term, the Caucus shall be discharged and cannot reform during the next legislative term.
   e. Caucus leadership must reaffirm that Caucus's existence, through a letter of intent following the validation of each Fall and Spring Election via email to the Senate President and Senate Secretary.

Rule VIII
Legislation

(Amended: 2011-116, 2016-117, 2019-124, 2019-138, 2019-1104, 2020-1064, 2021-104, 2021-106, 2021-107, 2021-1003, 2023-137, 2023-144, 2023-160, 2023-192, 2023-193, 2023-194, 2024-203, 2024-205, 2024-223,2024-247, 2024-257, 2024-285, 2024-309, 2025-142, 2025-209, 2025-212, 2026-106, 2026-114, 2026-116)

A. Types of Legislation:
    a. Authorizations
        i. Definition: A directive that advises, orders, or prescribes the method for an officer to fulfill a duty provided for in the constitution.
        ii. A 2/3 vote is required to approve an authorization.
        iii. This legislation requires a single reading.
        iv. This legislation is not subject to veto.
    b. Bills of Law
        i. Definition: Legislation that alters the Student Body Statutes.
        ii. A majority vote is required to approve a bill of law.
        iii. This legislation requires two readings.
        iv. This legislation is subject to veto.
    c. Resolutions
        i. Definition: An expression of the sentiment of the Student Senate.

ii. A 2/3 vote is required to approve a resolution.
iii. This legislation requires a single reading.
iv. This legislation is not subject to veto.

d. Primary and Subsidiary Budgets
    i. Definition: The budget from which Student Government appropriates revenue generated by the funding fee for a fiscal year.
    ii. A majority vote is required to approve a Primary or Subsidiary Budget.
    iii. This legislation requires two readings.
    iv. This legislation is subject to veto.

e. Special Request Authorizations
    i. Definition: An appropriation from special request funds.
    ii. A 2/3 vote is required to approve a special request authorization.
    iii. This legislation requires a single reading.
    iv. This legislation is subject to veto.

B. Authors and Sponsors
    a. All bills of law, resolutions, authorizations, and special requests may only be authored and sponsored by the following:
        i. Any Member of the Student Senate
        ii. The President, Vice President, and Treasurer of the Student Body
        iii. The President-elect, Vice President-elect, and Treasurer-elect of the Student Body
        iv. Any Student Government Cabinet Chair, Cabinet Director, and Agency Chair, but not authored
        v. The Supervisor of Elections and any member of the Elections Commission, but not authored
        vi. An officer listed in GatorConnect of any Student Government-funded organization, but not authored
    b. No bill of law, resolution, authorizations, or special requests may be authored or sponsored by the following Student Government Officials:
        i. Senate Parliamentarian
        ii. Senate Sergeant at Arms
        iii. Senate Secretary

C. Submission
    a. Proposed legislation that is to be reviewed by the Judiciary Committee shall be submitted to the Judiciary Committee Chair no later than 12:00 PM ET, two days before the committee meeting at which it is scheduled to be heard.
    b. Proposed budgetary legislation that is to be reviewed by the Budget and Appropriations Committee shall be submitted to the Budget and Appropriations Committee Chair no later than 12:00 PM ET, two days before the committee meeting at which it is scheduled to be heard.
    c. All outstanding legislation shall be procedurally withdrawn at the end of each

academic term and legislative term.

i. Vetoed bills received by the Senate President within the final calendar week of an academic or legislative session are not subject to withdrawal under this procedure.

D. Consideration

a. The Judiciary Committee shall review legislation based on the Five Criteria and may submit to the Senate amendments to legislation approved by the committee.

i. The Five Criteria are:

1. *Constitutionality:* Is the proposed legislation in accordance with the University of Florida Constitution?
2. *Implication:* Does the proposed legislation possess consequences that are inferred to reasonably occur as a result of a piece of legislation?
3. *Legality:* Is the proposed legislation in accordance with Federal Statutes, Alachua County's Code of Ordinances, and any other applicable laws?
4. *Format:* Does the proposed legislation reasonably follow proper format requirements for non-budgetary bills, resolutions, and proposed constitutional amendments?
5. *Clarity:* Is the proposed legislation written so that the meaning and intent of the proposed legislation can be reasonably understood by any involved parties or directly affected individuals?

b. The authors and sponsors of the bill shall be afforded five minutes to present the bill to the Senate.

c. Following bill presentation, five minutes shall be allowed for non-debatable technical questions of the bill's authors and sponsors, which must be answered

i. A non-debatable technical question shall be any question that can be answered with "yes," "no," or a known fact.

ii. The bill's authors and sponsors may not be compelled to answer a question.

iii. The question period may be extended by a majority vote.

d. If there are no questions to be asked, the Senate shall move into discussion of amendments. If there are no such amendments, Senate shall move into debate.

e. Following the above debate procedure, the amendment shall be put to a vote.

f. Following the question period or debate on the last amendment to the bill under consideration, whichever comes last, there shall be a period of pro/con debate on the bill.

g. Debate shall be structured with three rounds of alternating con and pro with three minutes per side per round, followed by one round of four minutes per side.

h. Following the debate period, the authors and sponsors of the bill shall be afforded three minutes of final privilege.

i. Following final privilege, the chair will put the question and the Senate shall vote on the adoption of the bill.

E. Amendments
    a. Written amendments to legislation under first reading or tabled legislation must be submitted to the Senate President and Senate Secretary no later than 11:59 PM ET the day before the meeting of the Senate at which the amendment is to be heard.
        i. All amendments submitted pursuant to this section shall be provided to all Senators before the start of the meeting in which the amendments shall be heard.
        ii. Tabled legislation must be taken up from the table before its amendment is heard.
        iii. Amendments from the floor are prohibited unless the amendment is made by unanimous consent. Amendments must be filed with the Senate President and Senate Secretary pursuant to Rule VIII Section E Subsection A to be heard by the Senate.
        iv. Written amendments may not be submitted and heard by the Senate to amend any legislation that is being considered in second readings.
    b. All submitted amendments to legislation shall be labeled with the author(s) of said amendment to legislation.
    c. No Senator may submit more than three written amendments for the same bill. If a Senator submits more than three amendments to the same bill, all amendments submitted by that individual shall be ruled dilatory.
    d. Amendments that have been filed with the Senate Secretary shall be heard following non-debatable technical questions on the original bill.
    e. The procedure for hearing amendments is: two minutes of presentation, two minutes of non-debatable technical questions, two rounds of con and pro debate with one minute per round per side, and one minute of final privilege.
F. Senate President Signature
    a. All resolutions, authorizations and changes to the Rules and Procedures will only be presented to the Senate President.
    b. The Senate President will have seven (7) calendar days to sign resolutions and authorizations upon presentment.
    c. The Senate President will have seven (7) calendar days to sign Rules and Procedures changes. After that period, the change will automatically take effect.
G. Vetoes
    a. Whenever the Student Body President or Student Body Treasurer has vetoed any legislation and returned it to the Senate, that legislation may be added to the agenda under Vetoes by the Replacement and Agenda Committee after the Judiciary Committee has re-evaluated the legislation on the established criteria pursuant to this section.
    b. A Student Senator, with signatures from twenty voting members of the Student Senate, reserves the right to file a veto petition for any approved event, travel, or Student Organization Operational Budget. The Senator must cite the 800 code being violated in the veto request and must submit the petition to the Senate Secretary no later than

72 hours after the Budget and Appropriations Chairperson has made the Student Senate aware of the approved request.

c. The Student Body President, Student Body Treasurer, or individual who initially filed the veto petition shall have three minutes to explain the reasoning behind the veto to the Senate; alternately, the Senate President shall read a statement from the executive not to exceed three minutes. Following this, the bill's authors and sponsors shall have three minutes to again present the bill and respond to the executive veto.
d. Following the presentation period, five minutes shall be allowed for non-debatable technical questions for the bill's authors and sponsors or for the executive(s) that vetoed the bill.
e. A non-debatable technical question shall be any question that can be answered with "yes," "no," or a known fact.
f. The bill's authors and sponsors or the executive may not be compelled to answer a question.
g. The question period may be extended by a majority vote.
h. If there are no questions to be asked, the Senate shall move into discussion of amendments if there were any filed with the Senate Secretary pursuant to Rule VIII Section H . If there are no such amendments, Senate shall move into debate.
i. Following the question period, or debate on the last amendment to the vetoed legislation under consideration, whichever comes last, there shall be a period of pro/con debate, with pro being in support of overriding the veto and con in support of sustaining the veto. If an amendment is adopted pursuant to Rule VIII Section H, the debate procedure shall be that seen in Rule VIII Section E.
j. Debate shall be structured with three rounds of alternating con and pro with three minutes per side per round, followed by one round of four minutes per side.
k. Following the debate period, the bill's authors and sponsors shall be afforded two minutes of final summation. Following that, the executive who vetoed the bill shall be afforded two minutes of final summation.
l. Line-item vetoes on the Activity and Service Fee Budget shall be voted upon by line item.
m. Following final summation, the Chair shall put the question and the Senate shall vote on overriding the veto of the bill, with the affirmative in favor of overriding the veto.

Rule IX
Attendance and Constituency

(Amended: 2011-116, 2014-106, 2019-124, 2019-138, 2021-104, 2023-125, 2023-146, 2023-191, 2025-210, 2025-212, 2026-119)

A. Quorum
   a. Quorum for regular and special meetings shall be defined as a majority of the total membership of the Student Senate. Quorum is determined by the most recent roll call each meeting.
   b. The roll shall be called at the start of every Senate meeting, as well as for any quorum call or roll call vote.
   c. The Chair of the Rules and Ethics Committee (or their designee) shall conduct roll call during Senate Meetings. 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.
   d. Any Senator who fails to answer a roll call or quorum call shall receive a one-half absence, with a maximum of one absence being given to a Senator per meeting.
      i. If a Senator raises a point of order regarding the presence of a quorum, the Chair of the Senate shall instruct the Chair of the Rules and Ethics Committee (or their designee) to call the roll.
         1. The Senate President reserves the right to rule these motions dilatory if there are no events noticeably disrupting quorum.
   e. During roll call votes, if the number of Senators present and voting falls below the quorum requirement, the Chair of the Senate shall instruct the Chair of the Rules and Ethics Committee (or their designee) to conduct roll call. If it is established that there is no quorum, the vote shall be null and void.

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. Voting records shall be used to determine the final roll call of the Senate unless the final roll call is called for by a majority vote.
    i. A Senator may turn in two incomplete voting records, per respective attendance period, without penalty. The Senator shall receive one-half absence for each incomplete voting record following this.

B. Absences
    a. Student Senators are required to attend Student Senate meetings.
    b. Upon the accumulation of two (2) absences in the Fall or Spring term, or one (1) absence in the Summer A or B term, a Senator shall receive an attendance warning letter via e-mail.
    c. Absences shall reset at the beginning of each new term. The Rules and Ethics Committee may take action on absences from the previous term within one month of the new term beginning provided the Student Senator has not been re-elected.
    d. During the Summer A and Summer B terms, if a Student Senator accumulates two (2) unexcused or three (3) combined absences (excused or unexcused) from the Student Senate, it shall constitute resignation by non-attendance. During the Fall and Spring terms, if a Student Senator accumulates three (3) unexcused or four (4) combined absences (excused or unexcused) from the Student Senate, it shall constitute resignation by non-attendance.
    e. Upon resignation by nonattendance of a Student Senator, the Rules and Ethics Chairperson shall send an email to notify the Student Senator of their resignation. The Rules and Ethics Chairperson shall notify the Senate President Pro Tempore before the next regularly scheduled Student Senate meeting.
    f. The Rules and Ethics Committee shall hear appeals from this chapter.
        i. If a Student Senator wishes to submit an appeal of their resignation by non-attendance, the Student Senator must do so within seven (7) calendar days to the Rules and Ethics Chairman via email. Provided the Seat has not been filled, this deadline may be waived at the discretion of the Rules and Ethics Committee only in extenuating circumstances.
        ii. If a Student Senator appeals after having resigned by non-attendance, that Student Senator may be reinstated and up to two (2) absences removed for good cause shown, upon recommendation by two-thirds (2/3) of the Rules and Ethics Committee and majority vote of the Student Senate, provided such Student Senator has not been replaced.
        iii. If a Student Senator was excused for a religious holiday during the term they were resigned by non-attendance, the committee will give strong weight to this evidence during an appeal. If the Rules and Ethics Committee approves the appeal, the committee shall expunge one (1) absence from the senator's

record.

iv. Failure to receive a warning letter after reaching two absences during the Fall or Spring term or after reaching one absence in the Summer A or Summer B term shall not be used as an acceptable argument in appeal.

g. Any newly elected Student Senator, whether elected for the first time or re-elected to the Student Senate will begin the term of office with "zero" absences.

h. 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 seven (7) calendar days following the absence.

i. The recommendation by the Rules and Ethics Committee on whether to excuse an absence shall be heard on the Senate floor under Absences.

ii. The Student Senate reserves the right to determine the validity of all excuses.

iii. The following guidelines shall be used for unacceptable reasons for absences from the regular Student Senate meetings.

1. "Regular meetings of organizations, clubs, committees, etc."
2. Studying or non-University of Florida sponsored review sessions.
3. Out-of-town trips not pertaining to approved Student Senate, Student Government, or University of Florida business, or trips not properly documented for employment interviews (out-of- town trips for reasons of unavoidable personal emergencies may be approved).
4. Regular employment schedules.
5. Regularly scheduled classes.
6. Graduate/Professional School entrance exam preparation courses. This includes but is not limited to LSAT, GMAT, GRE, etc. preparation courses.

iv. Guidelines to be used for acceptable reasons for absences from the regular Student Senate meetings shall include, but not be limited to:

1. Death in the family
2. Illness
3. Car accidents
4. Acts of God
5. Academic commitments, with proper documentation, this includes, but is not limited to:
    a. Exam, with proper authority signature (This includes, but is not limited to, professor, teaching assistant, and academic advisor.) or via course syllabus highlighting the scheduling conflict between the examination and Student Senate meeting.
    b. Graduate fieldwork pertaining to their degree or academic employment.
    c. Academic research conference(s) attendance.
    d. Rehearsals for mandatory college-produced projects

pertaining to their degree, that cannot be scheduled by student senators.

6. Religious holiday, with pertinent information about the observance

i. Student Senators shall receive an attendance credit of one half-absence against past or future absences, provided that such Student Senator has not accumulated the number of absences that would constitute resignation by non-attendance:
    i. When the Student Senate meets more than one time per week and said Student Senator is present at four (4) attendance roll calls during a week. This shall not exceed one full credit per semester.
    ii. The Rules and Ethics Committee shall deem a meeting or event deserving of an attendance credit, and must be approved by the 2/3 vote of the Student Senate no less than one week prior to the event or meeting. There will be one half credit per event or meeting, not to exceed one full credit per semester.
j. Once a Student Senator has accumulated enough absences to constitute resignation by non-attendance, the Rules and Ethics Committee shall expunge one half-absence from that Student Senator's attendance record for every standing committee for which that Student Senator has attended 80% of meetings held in that term prior to that Student Senator's last absence from a meeting of the Student Senate, even if that Student Senator is not a member of that committee, so long as:
    i. In the Fall and Spring terms, that standing committee has met at least eight times in that term prior to that Student Senator's last absence from a meeting of the Student Senate.
    ii. In the Summer terms, that standing committee has met at least three times in that term prior to that Student Senator's last absence from a meeting of the Student Senate.
k. Only one half-absence may be expunged from a Student Senator's attendance record through this method per standing committee per term, with a maximum of one absence being expunged from a Student Senator's attendance record through this method per term.
l. The Rules & Ethics Committee may recommend to the Student Senate to expunge absences from a Student Senator's record by a two-thirds (2/3) vote.
m. Absences, attendance credits, and waivers shall only apply during the term in which they accumulate.

C. Constituency
    a. Senators shall complete their constituency requirements as outlined in Rule IX of the Rules and Procedures.
    b. Senators must submit proof of completing their constituency to the Rules and Ethics Committee no later than seven (7) days following the event.
    c. The timeline for completing constituency requirements shall be as follows:
        i. There will be four (4) constituency periods coinciding with the four (4)

legislative terms: Fall, Spring, Summer A, and Summer B.

d. Constituency periods shall be defined as follows:
    i. The Fall constituency period shall begin upon the calling of order of the first Student Senate meeting of the Fall legislative term and end upon the certification of the Spring election results. The Fall constituency period shall pause upon the last day of classes of the Fall academic semester and shall resume upon the first day of classes of the Spring academic semester.
    ii. The Spring constituency shall begin upon the calling of order of the first Student Senate meeting of the Spring legislative term and end upon the certification of the Fall election results. The Spring constituency period shall pause upon the last day of classes of the Spring academic semester and shall resume upon the first day of classes of the Fall academic semester.
    iii. The Summer A constituency period shall begin upon the calling of order of the first Student Senate meeting of the Summer A academic semester and end upon the adjournment sine die on the date of the final Student Senate meeting of the Summer A academic semester.
    iv. The Summer B constituency period shall begin upon the calling of order of the first Student Senate meeting for the Summer B academic semester and end upon the adjournment sine die on the date of the final Student Senate meeting of the Summer B academic semester.
    v. The constituency periods shall be enforced and announced each term by the Rules and Ethics Committee.
    vi. Newly elected Student Senators, upon being sworn in, must complete all constituency requirements for the constituency period in which they were elected.
e. In order to fulfill constituency requirements, all Student Senators must complete the following with proper documentation, as defined in 324.23:
    i. For Professional School Senators:
        1. In the Fall and Spring, Professional School Senators must
            a. Attend one (1) meeting of an academic organization related to their respective college, or
            b. Attend one (1) Student Government event, or
            c. Complete one (1) hour of community service per constituency period, or Complete one (1) hour of tabling per constituency period.
        2. Any combination of these requirements will be acceptable, so long as a total of three (3) requirements are completed for the Fall and Spring terms.
        3. Any combination of these requirements will be acceptable, so long

as a total of two (2) requirements are completed for the Summer A and B terms.

ii. For Graduate Senators:
    1. In the Fall and Spring, Graduate Senators must attend
        a. Two (2) Graduate student organization meetings or special events, or
        b. Complete one (1) hour of community service per constituency period, or
        c. Complete one (1) hour of tabling per constituency period.
    2. Any combination of these requirements will be acceptable, so long as a total of three (3) requirements are completed for the Fall and Spring terms.
    3. Any combination of these requirements will be acceptable, so long as a total of two (2) requirements are completed for the Summer A and B terms.

iii. For College Senators:
    1. In the Fall and Spring, College Senators must attend
        a. One (1) meeting of an academic organization related to their respective college, or one (1) Student Government event, and
        b. One (1) Student Government-funded event, and
        c. Complete two (2) hours of community service per constituency period, or
        d. Complete two (2) hours of tabling per constituency period.
    2. In Summer A and Summer B, College Senators must complete any combination of two (2) different requirements for each term.

iv. For On-campus Senators:
    1. In the Fall and Spring, On-campus Senators must attend
        a. One (1) IRHA meeting or special event, and
        b. One (1) respective Area Government meeting or special event,
        c. One (1) Student Government event or Student Government- funded event, and
        d. Complete two (2) hours of community service per constituency period, or
        e. Complete two (2) hours of tabling per constituency period.
    2. In Summer A and Summer B, On-campus Senators must complete any combination of two (2) different requirements for each term.

v. For Family Housing Senator(s):
    1. In the Fall and Spring, Family Housing Senator(s) must attend
        a. Two (2) Mayors Council meetings or special events,

b. One (1) Student Government event or Student Government- funded event, and
c. Complete one (1) hour of community service per constituency period, or
d. Complete one (1) hour of tabling per constituency period.

2. In Summer A and Summer B, Family Housing Senator(s) must complete any combination of two (2) different requirements for each term.

vi. For Off-Campus Senators:

1. In the Fall and Spring, Off-Campus Senators must attend
   a. One (1) City or County Commission meeting, and
   b. One (1) Student Government-funded organization event (excluding IRHA), and
   c. One (1) Student Government event, and
   d. Complete two (2) hours of community service per constituency period, or
   e. Complete two (2) hours of tabling per constituency period.
2. In Summer A and Summer B, Off-Campus Senators must complete any combination of two (2) different requirements for each term.

vii. For Freshman and Sophomore Senators:

1. In the Fall and Spring, Freshman and Sophomore Senators must attend
   a. One (1) meeting of an academic organization related to their respective college.
   b. One (1) Student Government event, and
   c. One (1) Student Government-funded event, and
   d. Complete two (2) hours of community service per constituency period, or
   e. Complete two (2) hours of tabling per constituency period.
2. In Summer A and Summer B, Freshman and Sophomore Senators must complete any combination of two (2) different requirements for each term.

f. Legislative Intent: In Rule IX Section C(e)(i)(2), C(e)(i)(3), C(e)(ii)((2), and C(e)(ii)(3), it is provided that Graduate Senators and senators representing professional schools may complete any combination of the listed requirements. Graduate Senators and senators representing professional schools are the only senators who may fulfill constituency requirements by completing two of the same requirements. The distinction is made, because there may be insufficient opportunities available for Graduate Senators and senators representing professional schools to fulfill each requirement.

g. For the purpose of constituency requirements:

i. Student Government-funded organizations are General Registered Student Organizations (GRSOs) that receive funding through the Budget & Appropriations Committee.
ii. ACCENT and SGP meetings or special events do not count toward the fulfillment of constituency requirements.
iii. Senators can only attend one meeting or special event of a particular organization per constituency period.
iv. An SG event is one hosted by, or in partnership with, either the Executive, Legislative, or Judicial branches of Student Government.
v. All events must be open to the public and may not be an exclusionary meeting of an organization, such as, for example, one solely for executive board members.
vi. The Senate Secretary can, upon request, provide a list of all Student Government-funded organizations.
vii. Community service must be done through an official organization or a registered event. Monetary donations do not count toward the community service requirement.

h. Appropriate documentation for the fulfillment of constituency requirements shall be as follows:
    i. Student Senators must fill out the constituency requirement form provided by the Rules and Ethics Committee.
    ii. The constituency requirement form shall be submitted no later than one week following the meeting or special event or any other such requirement.
        1. The Rules and Ethics Committee may review the completed constituency requirements at its regular meetings.

i. The Rules and Ethics Committee reserves the right to verify completion of constituency requirements with the organization's President or with representatives from the City and County Commission, as well as the representatives from the organizational meetings.

j. Replacement Student Senators shall complete constituency requirements as follows:
    i. Student Senators appointed prior to the first meeting following the Fall or Spring elections must complete all constituency requirements for that period.
    ii. At least one (1) constituency requirement will be removed from the total constituency requirements of Student Senators appointed after the first two meetings of the term. The deduction will be calculated by removing one requirement for every two weeks after the first meeting of the term and will be rounded down (i.e., if a Student Senator is appointed after three weeks, it will count as two weeks or if appointed after seven weeks it will count as six weeks.)

k. Replacement Student Senators appointed in the Summer shall complete

constituency requirements as follows:

i. All Student Senators appointed during or prior to the fourth week of the Summer A or Summer B term must complete all Summer constituency requirements.
ii. All Student Senators appointed after the fourth week of the Summer A or Summer B period must complete one (1) point of constituency, excluding Student Senators appointed on the final Student Senate meeting of the period.

l. Constituency requirements will be enforced by the Rules and Ethics Committee as follows:
    i. The Rules and Ethics Committee shall hold a meeting following each constituency period to determine each Student Senator's compliance with constituency requirements (see 324.2.)
    ii. If the Rules and Ethics Committee should determine that a Student Senator is not fully compliant with constituency requirements from the previous term, that Student Senator shall be placed on probation according to the following procedures:
    iii. The Rules and Ethics Committee shall hold a meeting within seven (7) calendar days following each constituency period to determine each Student Senator's compliance with constituency requirements (see 324.2.)
    iv. If the Rules and Ethics Committee should determine that a Student Senator is not fully compliant with the constituency requirements.
        1. A majority vote of the Rules and Ethics Committee should determine that a Student Senator is not fully compliant with her or his constituency requirements.
        2. Immediately following a determination of noncompliance, the Rules and Ethics Chair and the Senate Secretary shall serve the Student Senator through an e-mail notification of probationary status and the requirements thereof.
        3. A copy of this notification shall be on file in the office of the Senate Secretary.
    v. All terms of probation must be sufficiently completed within the first fifteen (15) school days of the first Student Senate meeting of the subsequent constituency period within which the Student Senator is acting in the role.
    vi. The terms of probation shall be as follows:
        1. Complete the remaining requirements for the constituency group. which shall be in addition to, and not counted towards, the statutorily prescribed constituency requirements.
        2. Complete one additional event concurrent with the Student Senator's constituency group.

vii. If the Rules and Ethics Committee shall determine that a Student Senator is not in compliance with the terms of probation after the constituency probation period ends, that Student Senator shall be considered to have failed probation. Failure of probation shall constitute resignation by noncompliance.

viii. Upon resignation by non-compliance of a Student Senator, the Rules and Ethics Chairperson shall send an email to notify the Student Senator of their resignation. The Rules and Ethics Chairperson shall notify the Senate President Pro Tempore before the next regularly scheduled Student Senate meeting.

ix. The Rules and Ethics Committee shall hear appeals from this chapter.

x. If a Student Senator wishes to submit an appeal of their resignation by noncompliance, the Student Senator must do so within seven (7) calendar days of postmark to the Rules and Ethics Chairperson via email. Provided the Seat has not been filled, this deadline may be waived at the discretion of the Rules and Ethics Committee only in extenuating circumstances.

xi. If a Student Senator appeals after having resigned by non-compliance, that Student Senator may be reinstated upon recommendation by two-thirds (2/3) of the Rules and Ethics Committee and majority vote of the Student Senate, provided such Student Senator has not been replaced in accordance with Chapters 325 and 340 of the Student Body Statutes.

xii. The Rules and Ethics Committee shall be responsible for posting an update of the fulfillment of constituency requirements monthly and must communicate the status of constituency requirements to the Student Senate at least once a month, during the weekly Rules and Ethics Chair report.

xiii. If unforeseen circumstances arise, the Rules and Ethics Committee may grant exceptions to these requirements as approved by a majority vote of the members present and voting of the subsequent Rules and Ethics Committee meeting.

D. Town Halls

a. Student Senators can coordinate, participate, and develop official Town Hall events to cover one tabling constituency requirement if verified under the following guidelines:

i. Town Hall events must accomplish one of the following purposes:

1. Provide an additional forum for constituents to reach out to their Senators regarding issues, policies, and needs that pertain to the focus of the Town Hall.
2. Allow for the Student Senator to share their legislative goals and focuses within their tenure as a sitting Student Senator and provide a moderated forum for questions and commentary from constituencies.

ii. Town halls must be moderated by the Rules and Ethics Committee Chair.
    1. In the event that the Chair is unable to moderate, another member of the committee will moderate.
    2. An additional member of the Rules and Ethics Committee may act as a moderating assistant during online Town Halls. This assistant will provide summarized captioning for the Town Hall as it occurs.
    3. Powers and Duties of the Chair:
        a. Open and call each Town Hall to order.
        b. Announce the sequence of the agenda.
        c. Allow the Senator(s) hosting the Town Hall to address agenda items before recognizing other speakers. All speakers must be recognized by the chair.
        d. Maintain the decorum of Town Halls. Following Rules and Procedures I §5(B), the chair may issue warnings on the basis of disruption. "Campaigning" as defined in 700.4, will be considered disruptive behavior. Any disruptive individual with over two warnings may be removed from the Town Hall.
        e. Adjourn the Town Hall when the agenda is completed.
    4. Student Senators must notify the Rules and Ethics Committee Chair and Senate Secretary no later than 21 days in advance of the date of the event, including the following information:
        a. The location of the Town Hall. (i.e. Zoom Communications Inc., Turlington Hall Classroom, etc.)
        b. Proper documentation accounting for the official reservation Town Hall location.
        c. The date and time of the Town Hall. The rationale behind developing this Town Hall.
        d. An agenda for the Town Hall event.
    5. The Rules and Ethics Committee must reserve the right to approve or deny a request to be considered eligible for constituency.
    6. The Rules and Ethics Committee must notify the Senator who submitted the Town Hall event request no later than 24 hours in advance of their deliberation on the matter.
    7. These events may cover only tabling constituency for a maximum of two hours per constituency period.
    8. If a Senator violates any of the aforementioned guidelines during the Town Hall, constituency credit will not be awarded.

E. Vacancies
    a. The Replacement and Agenda Committee shall announce vacancies in their report to the Senate, as outlined in Chapter 340 of the Student Body Statutes.

b. Information regarding Senate vacancies shall be made public as soon as possible.
c. The Replacement and Agenda Committee shall offer an interview to all applicants for replacement Senate seats, and may recommend to the Senate the applicant the committee deems best suited for the seat in a fair, objective, unbiased manner in the best interest of the student body, regardless of political affiliation.
    i. The Replacement and Agenda Committee shall establish clear and transparent selection criteria for recommending nominees for Standing Committee Chairs, Standing Committee Seats, and Replacement Senators to fill vacant senate seats. These criteria shall include, but not be limited to:
        1. Qualifications including strong academic standing, a proven track record of leadership experience in student organizations, clubs, or other groups that highlight their ability to manage responsibilities, and communication skills essential for engagement in meaningful dialogue.
        2. Experience including involvement in community service or advocacy work demonstrating a dedication to positively impacting their peers, participation in campus initiatives or projects to engage with the campus community, and familiarity with the legislative processes and procedures including the functions and responsibilities of the Student Senate.
        3. Commitment to serving the student body and their constituency, including a demonstrated dedication to representing diverse student interests, a track record of advocating for student concerns and addressing campus issues, and willingness to fulfill the responsibilities of serving.
        4. Demonstrated ability to work collaboratively within the Senate, including teamwork and consensus-building skills, respectful and professional conduct in decision-making, openness to diverse perspectives, willingness to compromise when necessary, and a commitment to uphold the values and goals of the Student Government and Student Senate.
d. Applicants shall submit any documents required by the Replacement and Agenda Committee, including an affidavit affirming the qualifications of the applicant to hold the seat in question, no later than 12:00 PM ET, two days before the meeting at which the interviews shall be held.
e. The appointment process for these recommendations shall be as follows: three minutes of presentation from the candidate or Chair of the Replacement and Agenda Committee, three minutes of questions and answers, two rounds of alternating con and pro debate with one minute per round per side, and one minute final privilege.
f. If the Senate does not adopt the committee's recommendation, the seat shall remain vacant. The Replacement and Agenda Committee shall announce the vacancy in their report to the Senate.

F. Summer Replacements
    a. Senators may appoint a summer replacement to hold their seat for the Summer term(s) or request that the Replacement and Agenda Committee conduct an interview for their summer replacement.
    b. The Senator appointing or requesting a replacement shall submit all necessary forms, including an affidavit affirming the qualifications of the applicant to hold the seat in question.
    c. If a Senator's summer replacement resigns or is expelled from the Senate, the vacancy shall be filled provided that the original Senator shall still regain their seat at the start of the Fall semester (or Summer B).
    d. The Senate must confirm all Summer Replacements in accordance with the Constitution of the Student Body.

Rule X
Records and Resources

A. Forms
    a. All of the following forms shall be sent to Senators by the Senate President Pro Tempore.
    b. All Senators shall be required to keep an accurate record of their contact information with the Senate Secretaries and Student Government Advising and Operations staff.
        i. This information shall be collected through the affiliation form.
    c. All Senators shall be required to indicate their affiliation with a party or independent status.
        i. This information shall be collected through the affiliation form.
B. Legislation
    a. All legislation to be considered at a Senate meeting will be provided to all Senators and will be made accessible to the public by being posted on the Student Government website no later than 5:00 PM ET the day before the meeting of the Senate for which the agenda will be used.
        i. If certain pieces of legislation are not accessible to the public by 5:00 PM ET the day before the meeting of the Senate, that legislation shall not be considered and will be added to the following meeting's agenda under its respective place on the agenda.
    b. Legislation passed within a given legislative term shall be archived on the Senate Website for that term.
C. Voter Records
    a. Senators are required to submit accurate voting records to the Rules and Ethics Committee or Senate Secretary at each meeting of the Senate.

i. Rule IX Section A(g) outlines voter records as final roll call of the Senate and penalty for submitting an incorrect voter record.

b. The content of these voting records shall be placed in a file associated with that Senator in the Senate office and shall be considered a matter of public record. The file may be located in a physical storage space or an electronic database accessible on the Student Government website.

D. Electronic Resources
   a. The official Senate website can be accessed through the Student Government Website at https://sg.ufl.edu/branches/legislative/.
   b. The official Senate social media is Instagram and can be found at @ufsenate.
   c. The official Senate YouTube for meeting livestreams is @UFSENATE.
      i. Access to the Senate livestream shall be linked in a visible place on the official Student Government website and the Student Senate Instagram.

E. Senate Roster
   a. Each Student Senator may, at their discretion, provide the following information to Student Government Advising and Operations for addition on the website:
      i. University of Florida Student Email
      ii. Pronouns
      iii. Major and/or specialization

F. Amendments to the Rules and Procedures
   a. All amendments to these Rules and Procedures shall be submitted as an authorization.

Rule XI
Definitions & Disclaimer

A. Definitions
   a. Legislative Term: the period of time from one general election to the following general election
   b. School Day: any day Monday through Friday so long as that day is included in the academic calendar published by the University of Florida
   c. Fall Term: the period of time from the first meeting in which the Fall Senators are sworn in until the final meeting before the Spring Senators are sworn in.
   d. Spring Term: the period of time from the first meeting in which the Spring Senators are sworn in until the final meeting before the Fall Senators are sworn in, excluding the Summer Term.
   e. Summer Term: the period of time during Summer C which is separated into two terms, one coinciding with Summer A classes and one coinciding with Summer B classes.
   f. Exclusionary office: a position in which a student can serve that disqualifies them from serving in another exclusionary position.
   g. Impeachment: the formal adoption of Articles of Impeachment by the Impeachment Body that results in the suspension of an individual from the office they hold until a decision is reached by the Trial Body. Impeachable offenses are limited to acts committed while in office under the following grounds; misfeasance, malfeasance, nonfeasance, abuse of power, conviction of a criminal offense. For reference, see S.B.S. 306.
      i. Misfeasance: failing to properly fulfill one's official duty, according to *Black's Law Dictionary*.
      ii. Malfeasance: acting wrongfully or illegally, according to *Black's Law Dictionary*.
      iii. Nonfeasance: a total neglect of one's official duty, according to *Black's Law Dictionary*.
      iv. Abuse of power: a misuse of official authority to oppress, coerce, or otherwise leverage their position for personal gain, according to *Black's Law Dictionary*.
      v. Filing date of Impeachment: shall be the day in which a minimum of one senator co-files a resolution with the Chair of the Rules and Ethics Committee.
      vi. Impeachment Resolution: the statement filed by the requisite number of Student Senators that accuses a person of an impeachable offense.
      vii. Articles of Impeachment: those sections of the impeachment resolution that have been adopted by a two-thirds (2/3) vote of the membership of the Impeachment Body.

viii. Entire Seated Membership: the total authorized number of Student Senators in the Student Senate class minus the number of vacancies.

ix. Impeachment Body: means the Student Senate class, either the Fall or Spring election and appointed Student Senators, that has served the greater amount of time on the filing date of an impeachment resolution. The Senate President shall preside over the Impeachment Body and may vote if the Senate President is a member of that Student Senate class.

x. Trial Body: means the Student Senate class that has served the least amount of time on the filing date of an impeachment resolution. The Supreme Court Chief Justice shall preside, unless a member of the judiciary is impeached, whereupon the Student Body President shall preside. The presiding officer shall have no vote.

xi. Conviction of Impeachment: those sections of the Articles of Impeachment adopted by a three-fourths (3/4) vote of the membership of Trial Body. An officer convicted of impeachment shall be immediately removed from office. Conviction of Impeachment does not change the person's civil or criminal liability.

h. Removal from Office: a procedure that allows registered students to petition for a referendum to remove the subject official from office. For reference, see S.B.S. 307.

i. Circulator: an individual seeking to recall a SG official from office and who solicits, supervises or otherwise procures student signatures in support of a recall referendum of the affected officer.

ii. Constituency: the people who are represented by a SG official and are eligible to vote for such an official in general SG elections. (The Student Body President's constituency, for example, would include the entire student body while a Student Senator's constituency would typically include students enrolled in a particular college or designated living area.)

iii. Constituent: a registered student who is a member of an SG official's constituency.

iv. Conviction: a determination of guilt resulting from a plea (whether guilty or nolo contendere) or trial, regardless of whether imposition of sentence was suspended.

v. Civilly Liable: when a court of competent jurisdiction enters final judgment against a person in a civil action.

vi. Majority: half of the members voting plus one.

vii. Entire Seated Membership: the total number of members of the Student Senate, vacant seats notwithstanding, at the time that body takes action on an item before it. For example, if a Student Senate has eighty total seats, but only seventy are currently filled by Student Senators, then the entire seated membership for that body at that time would be seventy.

viii. Present and Voting: the total number of members of the Student Senate present in the Senate Chambers at the time of the vote.

ix. Ex Post Facto: a law, act, rule or procedure passed after the occurrence of a fact or commission of an act, which retrospectively changes the legal consequences or relations of such fact or deed, See *Black's Law Dictionary*.

x. Incompetence: the lack of ability, qualifications or fitness to discharge a required duty.

xi. Moral Turpitude: an act or behavior which involves: a) inherent baseness or depravity with private social relations or duties owed by individual to individual or by individual to society; or b) anything done contrary to justice, honesty, principle or good morals.

xii. Recall referendum: a ballot measure to put to a constituency affected. This shall be in the form of a petition, signed by a requisite number of constituents and in a form prescribed by Student Body Law, that seeks to recommend to Student Government the removal of a Student Government official from office who has been convicted of any criminal offense, or who has been found civilly liable for an act of moral turpitude, after all available appeals have been exercised, waived or have expired.

xiii. Registered Student: a person admitted to the university who is enrolled in at least one credit hour during the current academic term, is in good standing with the university, and has paid their Activity and Service Fees, or had their fees deferred by the university, for the current academic term.

xiv. Student Government (SG) Official: any student holding an elected or appointed position in UF Student Government. Such positions include, but are not limited to, Student Body President, Vice President, Student Senators, Executive Agency Heads, and Executive Cabinet Directors, Members of the Judicial Branch, and all other offices that have control over any Activity & Service Fees.

i. Censure: a resolution passed by the Student Senate in lieu of impeachment. In effect, "censure" is a written reprimand given to an official whose actions may have warranted impeachment, but the Student Senate felt impeachment was unnecessary. For reference, see S.B.S. 305.

j. Expulsion: the removal of a senator from office at the request of another senator.

B. Disclaimers

a. If a weekday does not have any classes scheduled according to the University of Florida's academic calendar then that day shall not count towards any of the time frames outlined above