Associated Student Government
University of Arkansas

ASG Senate Bill No. 1
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Sponsor(s): Senator Catherine Warren

The ASG Senate Standing Rules of 2024-2025

Whereas, the ASG Constitution (Article III, Section 5, Item L) outlines that Senate approve a set of Standing Rules submitted by the Chair of Senate as the governing procedure of all official Senate meetings and policies;

Whereas, the following Standing Rules create structures that empower senators to serve students in dynamic ways that align with their skillsets; and

Whereas, the following Standing Rules recognize the importance of building a Senate that is more closely connected with the students we serve; and

Whereas, the following Standing Rules demonstrate the Senate's commitment to vigorously advocating the needs of the students through empowering committees to take a more active role in the business of the Senate; and

Whereas, the following Standing Rules recognize the ongoing commitment to democracy and involvement of all senators in electing the Chair of Senate; and

Be it therefore resolved: That the following be adopted as the Standing Rules of the 2024-2025 Associated Student Government Senate.

Associated Student Government
2024-2025 Senate Standing Rules

§1 Senator Expectations

A. Senators shall be expected to serve as active members of ASG and participate in the following ways:
    a. Serve as the representative voice of all students.

b. Attend and actively participate in ASG Senate meetings.
c. Seek out leadership opportunities within ASG Senate, including but not limited to:
    i. Special Senate Offices
        1. Pro Tempore;
        2. Legislative Clerk;
        3. Committee Chairs;
        4. Sergeant at Arms;
        5. Ambassador;
        6. Parliamentarian;
    ii. Campus Council Delegate;
    iii. Elected Allocations Committee Membership.
d. Serve their community through volunteering at ASG events, Research/Programming Committee(s), and community service.
e. Participate in discussions on items of business on the Senate floor through asking questions of speakers and formal debate.
f. Utilize parliamentary procedure to foster efficiency and fairness on the Senate floor.
g. Maintain decorum and show respect for all participants in the representative process.
h. Collaborate with members of the ASG Executive Cabinet, administration, faculty, staff, and other campus governing bodies to address student issues.
i. Participate in and help promote ASG programs and events, including but not limited to:
    i. Homecoming Kickoff and Election
    ii. International Student Game Day
    iii. Chancellor's Ball
    iv. Safety Week
    v. It's On Us Week
    vi. MLK Day Vigil
    vii. Faculty and Staff Appreciation
    viii. Hot Dogs with Head Hogs
j. Actively meet with the Chair of Senate to discuss legislation ideas and progress as a Senator, at least twice per semester.

§2 Meetings

A. ASG Senate shall meet weekly on Tuesday evenings at 6:30 PM for the Fall and Spring semesters.
B. All meetings of the ASG Senate shall be open to the public.
C. The Legislative Clerk shall notify the Secretary of all elections, new, and old business for the purpose of publication to the ASG social media accounts at the discretion of the ASG Marketing Team.
D. The order of business in ASG Senate meetings shall be as follows:
    a. Call to Order
    b. Roll Call
    c. Approval of the Minutes

d. Special Orders
    i. Special Reports and Presentations
    ii. Advisor's Report
    iii. President's Report
    iv. Vice President's Report
    v. Treasurer's Report
    vi. Secretary's Report
    vii. Chief Justice's Report
    viii. Cabinet Reports
        1. Chief of Staff
    ix. Membership Development Coordinator's Report
    x. Chair of Senate's Report
e. Nominations, Elections, Appointments
f. Public Comment
g. Old Business
h. New Business
i. Announcements
j. Adjournment

E. The Chair of Senate shall make all attempts to publish the agenda to the ASG Senate email group by 11:59 PM on the Sunday before the Senate meeting.
F. Approval of the minutes shall require majority consent.
G. Legislation shall be numbered and placed on the agenda if deemed appropriate by the Chair of Senate and in an order he or she deems appropriate.
H. All Senators shall have a placard that displays the Senator's name, which will be kept by the Chair of Senate.
I. Public comment speeches shall be available to students without speaking rights on the ASG Senate floor with no questions or debate permitted. There shall be three (3) public comment speeches available each week, but the Senate may choose to allow for more public comment speeches via a simple majority vote.
J. Senate Proxies shall be allotted full Senate speaking rights.
K. All speeches in Senate shall be subject to the following time limits:
    a. All executive and advisory reports shall be limited to five (5) minutes including questions.
    b. All public comment speeches shall be limited to two (2) minutes with no questions.
    c. Authorship reports on legislation shall be limited to five (5) minutes including questions.
    d. There shall be no limit for debate on legislation unless a limit is set by a simple majority vote.
    e. Individual Senators shall have three (3) minutes to speak during debate. Senators may only regain the floor after all other Senators have been provided the opportunity to speak.
    f. A non-Senator who has been yielded the floor shall also be limited to five (5) minutes to address the body including questions.

L. The Chair of Senate may authorize certain entities to give a special report to the Senate with a time limit of thirty (30) minutes. These reports shall include the following:
    a. RSO Presentations
    b. Administrator Presentations
    c. Cabinet Member Presentations
M. All changes to the time limits require a motion to extend/amend speaking time followed by a second and a majority vote. Speaker time may be extended by up to the same amount that was initially allowed.
N. The Parliamentarian shall be responsible for monitoring the time limits set in these standing rules.
O. Quorum for Senate meetings shall be one-half (1/2) of Senators on roll as described in the ASG Constitution.
P. As standard amongst parliamentary procedure-governed meetings, the following guidelines shall apply for gavel use by the presiding Chair:
    a. One (1) gavel tap shall be used to indicate the announcement of the end of the meeting, completion of a business item, or as a message to be seated.
    b. Two (2) gavel taps shall be used to call the meeting to order.
    c. Three (3) gavel taps shall be used to call the body to stand in unison.
    d. A series of sharp taps shall be used to restore order.

§3 Legislation

A. All legislation shall be submitted to the Chair of Senate by 5:00 on Friday prior to the Senate meeting in which it is to be considered. Submission shall be via electronic copy to the Chair of Senate's email at asgsen@uark.edu.
    a. In extraordinary circumstances the Chair of Senate may offer extensions on the deadline of up to forty-eight (48) hours.
B. Following the first (1st) reading, all legislation will be referred to a standing committee by the Chair of Senate.
    a. All legislation must be reviewed by a committee. Before the second (2nd) reading of the legislation, the committee chair will report the committee's recommendation.
    b. Committees that are referred legislation shall report to the Senate body by the second (2nd) reading of the piece of legislation, detailing their discussion and recommendation.
    c. Committees may recommend as follows:
        i. Pass;
        ii. Pass with the Amendments;
        iii. Do Not Pass; or
        iv. Hold (in which the committee may request more time from the body to consider the item).
C. Following the committee report(s) and second (2nd) authorship report, the author will be permitted the first (1st) affirmative speech, which will then

be followed by a period of alternating debate (i.e. negative, affirmative, negative, etc.).

D. According to the ASG Constitution and Code, a suspension of the rules may only be called to move an item of business to second (2nd) reading and immediate consideration in extraordinary circumstances.

E. Legislation may be amended by a simple majority of Senators with the following guidelines:
    a. Before the Chair of Senate may allow debate on an amendment, a written copy of the amendment denoting stricken, modified, or added clauses must be submitted to the Chair by email.
        i. The Chair shall assess the submitted amendment to ensure that it is properly written before allowing debate on the amendment.
        ii. The Chair may not require that amendments be submitted before meetings.
    b. "Friendly" amendments may be added to legislation without the need for debate or a vote if the authors approve it unanimously.
        i. A "Friendly" Amendment shall be defined as an amendment offered by a non-authoring Senator that authors consent to.

F. The voting process on all legislation shall take one of two forms as outlined in Title II, Section 15, Subsection G of the ASG Code:
    a. Adoption via unanimous consent; or
    b. Roll call vote.
        i. A roll call vote is defined as a procedure in which names are called by the Legislative Clerk and each vote is manually recorded or;
        ii. An electronic vote in which the Chair of Senate administers a voting form via email or another means where each vote is recorded for each Senator. This includes electronic voting via a clicker voting system.

G. All legislation must follow the format described in *Section 3: Legislation* of these Standing Rules.

H. All legislation must have at minimum one author and one sponsor. Any student can be listed as an author, though sponsorship is reserved for only current ASG Senators. All legislation must have at least one Senator as an author.
    a. An author is defined as an individual that was involved with the drafting of legislation.
    b. A sponsor is defined as a Senator who is in support of the legislation.

§4 Absences

A. Absences shall be given in accordance with the ASG Constitution and Code. Per these documents, Senators are permitted a maximum of two (2) unexcused absences per semester. Once a Senator exceeds this maximum, the Chair of Senate will remove the Senator from the official Senate roster.

B. Should a Senator be 15 minutes tardy or depart a meeting 15 minutes early without prior approval of the Chair, one-half (1/2) of an absence shall be issued.
C. The Chair of Senate has the personal discretion to grant excused absences. Excused absence requests must be submitted electronically to the Chair of Senate via email. The Chair of Senate has the prerogative to grant retroactive excuses at his or her discretion.
D. In the event of an absence, Senators should make every attempt to send a proxy and email the Chair of Senate prior to roll call at the start of the meeting. These circumstances shall result in the issuance of one-half (1/2) an absence.
E. Senators shall make every attempt to send a proxy even in the event of excused absences.
F. Sitting Senators, Members of the ASG Executive Cabinet, OFA, and the Judiciary are not eligible to serve as proxies.
G. A person may only serve as a proxy as a product of an express arrangement between said person and the senator requiring a proxy.

§5 Decorum

A. Senators are required to dress in business casual attire for Senate meetings, special events, and meetings where special guests may be in attendance, unless otherwise specified in the meeting agenda.
B. Senators are expected to maintain common courtesy for all in attendance at Senate meetings, including Executives, guests, general ASG members, and other Senators.
C. Failure to offer respect may result in removal from the chambers by the Sergeant at Arms at the discretion of the Chair of Senate.
D. The use of personal electronic equipment (including cell phones, laptops, etc.) is limited to use for purposes related to ASG business only and is to be enforced by the Sergeant at Arms.
E. Any lengthy conversation should be postponed until after the meeting has adjourned to respect those speaking on the Senate floor.

§6 Freedom of Chambers

A. Senators shall have freedom of chambers during all Senate meetings unless one of the following occurs:
    a. A senator moves for revocation, and it is seconded and passed by a majority vote; or
    b. The Chair of Senate chooses to revoke for a limited period of time.

§7 Committees

A. Committees are expected to meet at least once a month and/or when called upon by the body to review legislation referred by the Chair of Senate, as well as to discuss related student concerns.
B. The Appropriations Committee shall consist of nine (9) members elected by the Senate Body and shall only meet when called upon by the body to

deliberate all financial matters within the authority of ASG Senate, and to make recommendations to the Senate concerning the same.

a. The Senate body will elect from their ranks a Committee Chair who will be tasked with coordinating committee meetings and serve as a liaison between the ASG Treasurer and the committee membership.

C. Subcommittees shall be created by the passage of a Senate Resolution detailing the necessity, purpose, and membership of said Subcommittee. Subcommittees must maintain a membership of at least five (5) Senators and will expire after the next Senate body is sworn in.

D. Committees are requested to present committee reports to the Senate body before the second (2nd) reading of legislation.

~~E.~~ Senate Committee Chairs shall serve as members of the Senate Leadership Council and shall meet once a month with the Chair of Senate to report the business and happenings of their committee.

F. Senate Committee Chairs shall be responsible for setting the location, time, and date of meetings, as well as running the meeting and delivering the committee's report to the senate.

G. Senate Committee Chairs are expected to meet once a semester with their administrative counterpart as assigned by the Chair of Senate as well as their ASG Cabinet counterpart bimonthly (Director of Academics, Director of Campus Life, etc.).

H. Senate Committee Chairs shall have any other authority or duty specified by Senate legislation, the Chair of the Senate, University Policy, or the ASG Code.

I. Committees must meet quorum requirements (one half (1/2) of members) at committee meetings to make recommendations on legislation.

J. Committees are granted the power to subpoena individuals with relevant insight into the piece of legislation or student concern being considered via the email in order to request said individual's presence or the receipt of specific information at the committee meeting where the item is to be considered.

a. Subpoenas must be issued via university email a minimum of seventy-two (72) hours prior to the committee meeting to the individual whose presence or information is requested. The reasoning for the request must be included in the email.

b. Subpoenas issued by Senate committees are non-binding, senators may not take disciplinary measures against those who do not comply with subpoenas.

c. Individuals who may be subpoenaed include, but are not limited to, the author of the piece of legislation, ASG Executives or Cabinet members, relevant administrators, faculty, staff, and members of RSOs.

K. The committee chair must present a majority, and if necessary, minority report via the committee report template detailing the rationale for the recommendation to be presented at second (2nd) reading of the legislation.

a. Committee Chairs shall provide this report to the Chair of Senate to be made available to Senators.

L. The Chair of Senate has discretion to grant excused absences from committee meetings based upon recommendations generated by the Committee Chair.
    a. Unexcused absences from committee meetings will count as one half absence towards the two-absence allowance from committee meetings.
    b. Committee Chairs shall report all unexcused absences to the Legislative Clerk for recording.

§8 Research Committee of the Senate

A. Membership of the Research Committee of the Senate shall be determined through the Committee Preference Form.
    a. Senators wishing to be members shall indicate such on the committee preference form sent by the Chair of Senate at the beginning of each academic year.
    b. The Chair of Senate shall, in consultation with the Pro Tempore, select the nine members of the committee.
        i. The committee shall have three seats reserved for freshmen or first-term senators.
B. Research Committee shall conduct at least 4 hours of tabling per month.
C. Each Senator on Research Committee shall be required to fulfill one hour of tabling each month.
    a. The Pro Tempore can excuse a committee member from their tabling requirement if presented with a reasonable excuse.
    b. If a member fails to fulfill their tabling requirement or misses two consecutive committee meetings without an excuse, the Pro Tempore may recommend the reassignment of a member to another committee. The Chair of Senate will have final prerogative in choosing whether to reassign the committee member or not.
D. The Research Committee shall offer two rotating seats per month to senators wishing to be involved in the survey that the committee is currently conducting.
    a. Rotating members shall have any rights/privileges afforded to full members of the committee, including but not limited to:
        i. Participation in meetings/tabling.
        ii. Input in creating survey questions.
        iii. Creation of the monthly committee report.
E. “Rotating members shall have the same duties as those outlined in §8.C during their time in Research Committee. These duties can be waived by the Chair of Senate or by the Pro Tempore at their discretion."

§9 Senate Programming Committee

A. Senators wishing to be a member of Programming Committee may indicate such on the Committee Preference Form.
    a. Senators serving as a member of a standing committee may also serve on Programming Committee.

B. Senators shall elect a Programming Committee Chair who shall serve as a member of Senate Leadership Council.
C. Programming Committee shall meet once per month to discuss and plan events including but not limited to:
    a. Inviting administrative/student stakeholders to speak to the ASG Senate.
    b. Events promoting purposeful collaboration between senators on specific campus issues.
    c. Community outreach opportunities such as tabling.
    d. Organizing volunteer opportunities for senators.
D. The Programming Committee Chair shall report to the Senate on what sort of events the committee is holding and when, which shall be subject to an advisory vote of the Senate.
E. The Programming Committee Chair shall give Senators the opportunity to serve at tabling or other community outreach events.
F. The Programming Committee shall be tasked with coordinating events in the spring semester to promote Senate recruitment for the Spring Election.
G. The Programming Committee Chair shall be tasked with planning and coordinating events during the spring semester that promote Senate recruitment for the spring election.

§10 Special Senate Offices

A. The Senate Leadership Council shall consist of
    a. Chair of Senate;
    b. The Pro Tempore;
    c. The Ambassador;
    d. The Parliamentarian;
    e. The Legislative Clerk;
    f. The Sergeant at Arms;
    g. Committee Chairs.
B. The Chair of Senate shall preside over meetings of the Senate Leadership Council.
C. The Pro Tempore shall preside over Senate meetings should the Chair of Senate be absent or need to temporarily step down. They shall also serve as a general resource to Senators on issues of drafting legislation, as well as any other duties assigned by the Chair of Senate. The Pro Tempore shall also serve as the Chair of the Research Committee.
D. The Parliamentarian shall be responsible for serving as a resource to the ASG Senate for parliamentary procedure, the ASG Constitution and Code, assisting with the writing of legislation, enforcing the time restraints set by these standing rules and at the will of the body, and other duties assigned by the Chair of Senate. The Parliamentarian shall preside over the Senate

in the event that the Chair of Senate and Pro Tempore are both absent or temporarily unavailable.

E. The Sergeant at Arms shall be responsible for maintaining decorum during Senate meetings and other duties assigned by the Chair of Senate.
F. The Sergeant at Arms shall be responsible for coordinating the Senate Mentorship Program as outlined in the ASG Code.
G. The Ambassador shall be responsible for representing the ASG Senate as outlined in the ASG Code, as well as any other duties assigned by the Chair of the Senate.
H. Members of the Senate Leadership Council will meet periodically to report the progress of assigned duties and seek any additional guidance necessary.
I. During Senate Leadership Council Meetings, the council shall have the ability to vote on recommended courses of action for the Chair of Senate or for the body at large.

§11 Official ASG Senate Documents

A. All ASG Senators will be provided with electronic copies of the ASG Code and Constitutions, all agendas, items of legislation, forms, rosters of contact information for all ASG members, and committee information.
B. Any Senator may request physical copies of any of the above documents of the Chair of Senate at any time and the Chair of Senate will provide them to the Senator at his/her earliest possible convenience.

§12 Requirements of Senate Seat Retention

A. Senators shall be required to fulfill one of the following requirements for seat retention to be eligible to run for re-election. Senators may complete either:
    a. Nine (9) hours of community service verified through a form made available and managed by the Legislative Clerk.
        i. This requirement shall be considered wholly completed by serving as a member of Programming or Research Committee(s).
        ii. Serving as a rotating member of Research Committee shall count for three (3) hours towards this requirement per month.
        iii. Senators that are reassigned from Programming or Research Committee(s) shall be credited hours towards this requirement at a rate of three (3) hours per month served.
    b. Engaging in advocacy to university administration through either:
        i. Authoring and presenting legislation; or
        ii. Engaging in meaningful work outside of legislative channels through other means of communication with university administration such as university email.

1. Completion of this requirement shall be evaluated by the Chair of Senate who shall inform the Legislative Clerk.

B. Completion of this requirement by senators shall be tracked by the Legislative Clerk.

§13 Ranked Choice Voting Trial

A. In accordance with SB13 "A Bill Establishing Rules for the Chair Election", passed by the 2022-2023 ASG Senate and approved by the ASG Senate, the following rules will be implemented for the 2025-2026 Chair of Senate Election.

B. The Chair of Senate shall be elected according to all rules in the ASG Code and Constitution as established by SB 13.

C. The process for administering voting is as follows:
   a. The election shall be conducted via an Instant Runoff Voting system.
   b. Senators shall rank candidates from first to last, with the first representing the senators most preferred candidate, and so on.
   c. Senators shall have the option to rank as few or as many candidates as possible, including none of them.
   d. Votes shall be tallied first in accordance senators' first ranked votes, and if no majority is reached, the candidate receiving the fewest first ranked votes is eliminated, and second choice votes are assigned to the respective candidate.
      i. This process repeats as necessary until a majority of votes is reached; the candidate receiving the majority is elected Chair of Senate.

D. If the Chair of Senate election for the 2025-2026 school year has two or less candidates, this trial shall remain in effect until it can be properly executed pursuant to the rules outlined in SB 13.

E. Following an election where the trial is properly executed, Senators shall move to codify or repeal this process.

§14 Senate Emergency Standing Rules

A. This section will only come into effect under the circumstances below:
   a. State or nationally declared emergency;
   b. A crisis that changes normal University operations;
   c. Voted on by the ASG Advisor and the Senate Leadership Council, consisting of the following:
      i. Chair of Senate;
      ii. Pro Tempore;
      iii. Parliamentarian;
      iv. Legislative Clerk;
      v. Sergeant at Arms;
      vi. Committee Chairs.

B. Protocol changes
   a. If Section 13 comes into effect, the following are subject to change:

b. Meeting location and time;
c. Senate hour requirements;
d. Attendance policy;
e. Proxy policy;
f. Dress code;
g. Voting methods;
h. Public comment;
i. Guest speaker policy;
j. Committee meetings;

C. These adjustments will be made by the Senate Leadership Council and presented to the Senate, possibly in a special session, for voting, passing with a simple majority.
    a. This will be motioned to move to a second reading in order to quickly enact the necessary changes.
    b. In the event that the Senate Leadership Council has not yet been formed, this process can be started with the expressed consent of the Chair of Senate, the ASG Advisor, and the ASG Executive Council.
        i. In this case, these adjustments will be addressed by the ASG Advisor, the Chair of Senate, and the ASG President. The Chair of Senate will present the adjustments to the Senate and will call for a vote to accept them.

ASG Senate Parliamentary Procedure

Article I: Purpose

I. Statement of Purpose: Parliamentary procedure has, for centuries, been the governing authority for legislative bodies, kept them in order, and allowed the business of organizations, communities, and nations to be carried out in an efficient and formal manner which lends gravitas fitting of the work being done. However, as those noted parliamentarians throughout history have realized, trying to apply a standard form of parliamentary procedure to a body with its own styles and intricacies is neither formal, nor efficient. Therefore, these rules are deemed appropriate for the efficient operation of the ASG Senate, while retaining the formality of traditional parliamentary procedure rules.

Article II: Motions

I. Motions: Most actions the Senate takes require a motion. A motion may be asked for by the chair, or offered by a Senator when the need arises, regardless of whether or not the chair has expressed the need for one. A motion may be made by a Senator raising her placard, being

recognized by the chair, and the motion being offered by the recognized member.

II. **Seconding a Motion:** A second is considered a show of support for a motion that is made by at least one other Senator. All motions require a second, and seconds will be made in the same way; with a raised placard and recognition by the chair so that proper notation of motions and seconds may be made by the Legislative clerk in the meeting minutes. If a motion requires a vote, the chair will then conduct the vote and rule on the motion.

Article III: Motions Relating to Meeting Order

I. **Motion to Adjourn:** A motion to adjourn ends the Senate meeting immediately upon its passage. The motion requires a majority vote, taken via voice vote unless a motion is made to the contrary. It may interrupt the speaker and will be immediately voted on without debate.

II. **Motion to Fix Adjournment:** A motion to fix adjournment places a specific time at which the Senate meeting will end. It requires a specified time for adjournment, it may not be debated, and requires a two-thirds majority of present Senators to pass. The chair will immediately end the meeting at the end of the meeting time.

III. **Motion to Recess:** If the need arises, a Senator may call for a recess, which must be offered with intent (to allow a committee to meet in the circumstance that a bill is introduced late, an amended agenda, etc.) and a length of time (five minutes, ten minutes, etc.). The motion is not debatable, may interrupt a speaker, and the Chair of Senate will simply rule on the motion immediately.

IV. **Motion to Amend the Agenda:** A motion to amend the agenda may be made by any member of the Senate only upon the request of the Chair of Senate. Any motion to amend the agenda without the request or consent of the Chair of Senate will be ruled as out of order. This motion must have a second and can be adopted by unanimous consent or by placard vote. Following an amendment of the agenda, a member may motion to recess for a few minutes to read the legislation which was amended to the agenda.

V. **Motion to Limit Debate:** Debate may be limited to a certain total length of time by a motion to limit debate. A motion to limit debate may not interrupt a speaker, does not require debate, and requires a simple majority of present Senators to pass. The motion must be offered with a specified time limit (five minutes, ten minutes, etc.). Upon the passage of such a motion, the Parliamentarian will keep time

for debate and the Chair will move to end debate following the expiration of time.

VI. **Motion to End Debate:** Debate on a piece of legislation may be ended with a motion to that effect. It does not require debate itself, may not interrupt a speaker, and requires a two-thirds majority of the Senators present to pass. Upon its passage, debate on the item under consideration will immediately end, if necessary, the body will move into voting procedure on the item under consideration.

VII. **Motion to Suspend the Rules:** A motion to suspend the rules may be made at any time by any Senator. The motion must be offered with intent (in order to consider an item out of order on the agenda, invoke Section 11 of the Senate Standing Rules, etc.) and will be automatically reinstated after the business for which the rules were suspended is disposed of. This motion may not interrupt a speaker, requires a two-thirds majority of all present Senators, and must be debated with one speaker each for favor and opposition. If intent is too vague, the Chair may rule the motion out of order.

VIII. **Motion for a Roll Call Vote:** In situations where motions require a voice vote, a Senator may make a motion for a roll call vote, at which point the Legislative Clerk will call roll and Senators will vote one by one. This motion is not subject to debate, may interrupt a speaker, and will trigger a roll call vote on the motion for which it was made. Roll call votes cannot be called for legislative voting.

IX. **Motion to Reconsider:** If a Senator disagrees with a decision made by the Chair, that Senator may motion to reconsider, at which point the whole of present Senators will vote on the decision of the chair immediately. This motion may be made at any time, it may interrupt any speaker, and does not require debate. A vote will immediately be taken to overrule the decision of the Chair, and a two-thirds majority is required for passage.

Article IV: Motions Relating to Legislation

I. **Motion to Table a Piece of Legislation:** A motion to table a piece of legislation is considered a suppression of legislation without debate and can be made to any legislation at any time after its introduction. It may not interrupt someone else who is speaking. A motion to table must be accompanied by a time at which the legislation is to be reconsidered (until the next meeting, indefinitely, three weeks, etc.). It also requires debate, with one Senator speaking in favor of the motion and one in opposition to the motion. It then requires a simple majority of the Senators present to pass.

II. **Motion to Take from the Table:** A piece of legislation which has been tabled indefinitely may be brought from the table by a vote to take from the Table. This motion may be made at any time and is not debatable. It may not interrupt a speaker and requires a simple majority of present Senators to pass, at which time the legislation will be reintroduced as if it were being introduced for its second reading, unless rules are suspended requiring two full readings before it may be voted on.

III. **Motion to Postpone Consideration:** Under certain circumstances, items of business may require further work, information, or otherwise more context. In these cases, a motion to postpone consideration may be made. Unlike tabling legislation, postponement is qualitative, requiring a condition under which the item may be brought before the body for consideration. It is up to the legislative sponsors or author to inform the Chair that the condition offered in the motion has been met, so that the item may be reoffered. It requires a speaker in favor and opposition, may not interrupt a speaker, and requires a simple majority of Senators present to pass.

IV. **Motion to Amend:** A motion to offer an amendment may be made at any point after a piece of legislation is introduced. The motion must be accompanied with suggested changes offered to specific lines. It may not interrupt a speaker, it requires one speaker for and against, and a simple majority of present Senators to pass.

Article V: Amending Legislation

I. **Author Offered Amendments:** An amendment may be offered at any point following the first reading of a piece of legislation. In the time of questions given following the first reading, amendments may be offered by the author, at which point the bill will simply be changed to reflect the amendment.

II. **Deadlines for Amendments:** Following the referral of a bill to committee, bills may only be amended by the Senate body or upon the recommendation of a committee, following the process outlined in Article IV Section IV of these rules.

III. **Committee Offered Amendments:** As part of their reports, committees may recommend amendments to legislation. These amendments must be motioned for by a Senator and will follow the process outlined in Article IV Section IV of these rules.

Article VI: Speaking Rights

I. **The Question:** Speakers must restrict their comments to the question being considered. Comments which deal with issues other than the question under consideration will be considered out of order.

II. **Assumption of Speaking Rights:** The chair is assumed to have the floor when the floor has not been yielded to another member.

III. **Yielding the Floor:** Any member who holding the floor may yield their time to anyone else in the chamber. Yielding does not reset time limits.

IV. **Special Reports:** Speaking rights do not need to be conferred by the chair to someone who is listed for special reports. The chair need only recognize the person listed to give their report.

V. **Impartial Comments:** Comments for the purpose of guidance or clarification may be offered under the authorization of the Chair without the need for a yielded speaker's time or time limits. These comments are only allowed at the Chair's discretion.

Article VII: Points and Privileges

I. **Points:** Points may be made to express the need of a Senator for a certain action to be taken, a question to be answered, or a request to be granted. They are made to the chair, may always interrupt a speaker, and do not require debate or a vote, as they are separate from a motion.

II. **Point of Information:** Should a member need clarification on a matter being considered, that Senator can make a point of information to the chair, and the chair may answer it. If the Chair does not feel capable of answering the question, the Chair may yield to someone in the chamber for a question. Points of information may interrupt a speaker.

III. **Point of Order:** In the event of a mistake or other infraction of the Senate Standing Rules or a violation of Parliamentary Procedure guidelines, a Senator may call a point of order to correct the error. The Chair will rule the point either disorderly or orderly and will, if needed, issue a correction.

IV. **Point of Privilege:** Should a Senator have a personal need, such as needing leave of the chamber, they may make a point of privilege to the chair.

Article VIII: Committee Referrals

I. **Committee Referrals:** The Chair of Senate will inform the Senate, after the first reading of a piece of legislation, of a decision regarding which committees that legislation should be referred to. This is done at the prerogative of the chair. It is not subject to a motion to reconsider.

Official Use Only

Vote Count: Aye – Nay – Abstentions –

Legislation Status: Passed Failed Other

_____ _____

Logan Martin, ASG Chair of Senate Date

_____ _____

Mason Berres, ASG President Date