REVISED

STUDENT GOVERNMENT ASSOCIATION

BYLAWS

ARTICLE I
INTRODUCTION

ARTICLE II
DEFINITIONS

ARTICLE III
DUTIES AND RESPONSIBILITIES

ARTICLE IV
GENERAL PROVISIONS

ARTICLE V
LEGISLATION

ARTICLE VI
SENATE MAJORITY LEADER

ARTICLE VII
SGA COMMITTEES

ARTICLE VIII
THE EXECUTIVE CABINET

ARTICLE IX
FACULTY SENATE STANDING COMMITTEES

ARTICLE X
LEGISLATIVE ASSISTANTS

ARTICLE XI
IMPEACHMENT

ARTICLE XII
BYLAWS AMENDMENTS

ARTICLE XIII
MISSION TO EQUALITY

May 2021
G. Majority – greater than fifty percent (50%) of all votes cast by Senators on a particular matter, in a regular or properly called meeting at which quorum is met. The only votes recognized will be aye or nay. Abstention votes are not counted in the calculation (e.g., 50% +1).

H. Officer Reports – reports given by all Execute Cabinet members and committee Chairs.

I. Quorum – a simple majority of Senators serving during the short and long semesters to conduct business.

J. Senate Session – a weekly session with a quorum of the Senate where legislation is debated and voted upon.

K. Simple Majority – a majority in which the highest number of votes cast by Senators on a particular matter, in a regular or properly called meeting, designates the winner. The only votes recognized will be aye, nay, or abstain.

L. SGA Membership – All elected and appointed officials that may be, generally and formally, considered a member of the UTEP Student Government Association.

M. Special Project – A special project is any SGA sponsored event or policy change that promotes student engagement, community building, and involvement.

N. Standing Committees – those Senate committees so designated by the Student Government Association Constitution or these Bylaws.

O. Student Body – all students enrolled at the University of Texas at El Paso, as defined by the Registrar’s Office, to include full-time, part-time, undergraduate, and graduate students.

P. Student Government Association – the student governing body organized into three separate but equal branches to include: the Executive, Legislative, and Judicial branches, as described in the Constitution of the Student Government Association of The University of Texas at El Paso and these Bylaws.

Q. Two-thirds (2/3) Vote – two-thirds (2/3) or more of the votes cast by Senators on a particular matter, in a regular or properly called meeting. The only votes recognized will be aye, nay, or abstain.

R. Written Notice – any printed and/or electronic communication.

ARTICLE III
DUTIES AND RESPONSIBILITIES

A. Senators are required to attend all Senate sessions and to participate in at least one (1) Standing committee, one (1) Ad-Hoc committee, and one (1) Special Project per short or long semester.

B. Roll call will be taken at the beginning of each Senate session. For SGA members to be counted present and not have their service awards reduced, they must be in attendance for 90% of the meeting unless a valid excuse as per Article III, Sec. C is presented.

May 2021
will result in a required second reading of the special project form and budget proposals.

7. At the discretion of the members of the Judicial branch, Justices may participate in a special project to be determined by the beginning of each long semester.

ARTICLE IV
GENERAL PROVISIONS

A. Student Government Association Financial Accounts
   1. The Senate may make recommendations to the President of the Student Government Association for changes in the Student Government Association budget.
   2. All expenditures from other accounts shall be reported monthly to the Senate by the Student Government Association President.
   3. The Senate shall approve its individual budgets and all allocations thereof.
   4. It is the responsibility of the Vice President of Internal Affairs to process monthly service awards by the end of the first week of every month. The Administrative Services Coordinator and SGA Advisors will verify all monthly service awards.

B. Sessions
   1. Agendas and minutes shall be made available to all Senators and Officers one (1) day prior to SGA Senate Sessions. The only exception is a reasonable time constraint of the Senate Secretary communicated to and authorized by the Vice President of Internal Affairs.
   2. Excluding Officer Reports, there is a three (3) minute speaking limit per person for all matters.
   3. The time and date of Senate sessions shall be set by the Senate at the second session of each semester (summer, fall and spring) by a two-thirds (2/3) roll call vote of the Senate.
   5. The Senate may suspend the Bylaws of the day by a majority roll call vote. The motion to suspend the Bylaws will be exhausted on completion of the Senate matter at hand unless otherwise stated in the motion.
   6. The term of all Senate appointments shall run from the date of appointment until the last day of appointment in accordance with Article II, Section 3 of the SGA Constitution (June 1st – May 31st).

C. Monthly service awards

   President $270

May 2021
2. Judicial Branch appointees must attend all court proceedings and/or meetings they have been assigned to attend.
3. Judicial Branch appointees must commit to at least one (1) Ad-Hoc committee and attend all scheduled meetings for those committees. This is to exclude the Attorney General and the Supreme Court Chief Justice, who will serve as members and attend all scheduled meetings of the Document Review Committee.
4. Any SGA Judicial Branch appointee who fails to complete these requirements over the period of a month shall forfeit part or the entire service award as per Article IV, Section G.

G. Failure to attend any meeting or fulfill any responsibility as described above without a valid excuse (see Article III, Section C of the SGA Bylaws) will result in the SGA member’s service award being reduced as follows:

1. Executive Branch
   a. Senate session absence will result in a one-fourth (1/4) deduction.
   b. Failure to complete twenty five (25) SGA office hours (not counting regular Senate sessions) will result in a one-fourth (1/4) deduction.
   c. Failure to attend a monthly Executive Cabinet meeting will result in a one-fourth (1/4) deduction.
   d. If they are a standing member of a committee, a Senate standing committee meeting or Ad-Hoc Committee meeting absence will result in a one-fourth (1/4) deduction.

2. Legislative Branch
   a. Senate session absence will result in a one-fourth (1/4) deduction.
   b. Failure to complete twenty five (25) SGA office hours (not counting regular Senate sessions) will result in a one-fourth (1/4) deduction.
   c. Special project meetings and hours will be counted towards monthly twenty five (25) hour commitment as per Article IV, Section G, Subsection 2b.
   d. Senate Standing Committee meeting or Ad-Hoc Committee meeting absence will result in a one-fourth (1/4) deduction.

3. Judicial Branch
   a. Failure to complete fifteen (15) SGA office hours will result in a one-fourth (1/4) deduction.
   b. Failure to attend all court proceedings and/or meetings they have been assigned to attend will result in a one-fourth (1/4) deduction.
   c. Senate standing committee meeting or Ad-Hoc Committee meeting absence will result in a one-fourth (1/4) deduction.
1. To be the elected spokesperson of the Senate.
2. To represent the Senate as a whole on all matters within the Executive Cabinet (ex officio) and executive meetings with the SGA Advisor.
3. To advise and keep the Senate informed on all Senate matters and other events that may concern the Senate.
4. To act as a mediator between the Senators.
5. To serve as an ombudsperson between the Senate and the other branches.
6. To develop a sense of the Senate and communicate this to the President of the Student Government Association.
7. To regularly convene with the Senate either individually or collectively over the long and short semesters.
8. To convene with the committee chairs.
9. To be brought into any committee for voting matters or as necessary.
10. To be a standing member of the Document Review Committee.

B. The Senate Majority Leader shall be elected by a simple majority roll call vote of the Senate during the summer semester.

C. At the discretion of the Senate, a simple majority roll call vote shall be held at the beginning of each long semester to determine if the Senate Majority Leader shall continue their term. In the event that the Senate determines to contest the current Senate Majority Leader, a closed discussion shall be held with a simple majority roll call vote of confidence to follow.

D. The Senate Majority Leader shall preside over Senate sessions in the absence of the Vice President of External Affairs.

ARTICLE VII

SGA COMMITTEES

A. A minimum of five (5) Senators must be on all SGA committees as active voting members.

B. A quorum of all SGA committees for the transaction of business will be a simple majority of the active voting members on each committee.

C. All SGA Committees shall elect by a two-thirds (2/3) vote of their active voting members a Chair and a Co-Chair. Each position shall be chosen from among the eligible voting members.

D. The duties of the committee officers shall be as follows:
   1. Chair:
      a. To preside over regularly scheduled committee meetings and call special meetings contingent that committee members are given 48 hours advanced written notice.
1. Ad-Hoc committees may be formed if approved by the Executive Officers by a majority vote of the Senate.

2. All Ad-Hoc committee chairs and co-chairs will set up a project planning checklist and document the project they are working on in notebooks that will be kept permanently by the Vice President of Internal Affairs.

3. After any and all projects are completed, an evaluation form must be filled out and filed in the respective committee notebook. Any and all publicity (advertisement, fliers, PSA’s, banners, posters, etc.) for any Senate project must go through the Vice President of External Affairs before it is completed and/or released.

4. All Ad-Hoc committees will keep record of all regular and special committee meetings.

ARTICLE VIII
THE EXECUTIVE CABINET

A. The Executive Cabinet shall be composed of the President, Vice-President of Internal Affairs, Vice-President of External Affairs, Executive Assistant, Senate Majority Leader, Attorney General, Supreme Court Chief Justice, Traffic Court Chief Justice, SGA Advisor and the office’s Administrative Assistant.

ARTICLE IX
FACULTY SENATE STANDING COMMITTEES

A. Any member of the student body is eligible to serve on one (1) or more Faculty Senate Standing Committees as designated by the Faculty Senate Bylaws.

B. The Student Appointment Review Committee will recommend eligible students to the SGA Vice President of External Affairs and SGA President.

C. All student appointments to the Faculty Senate Standing Committees are made by the SGA President, based off of the recommendations from the Vice President of External Affairs.

D. The term of service for committees shall run from the date of appointment until May 31st of the same academic calendar year (June 1st – May 31st).

E. The Senate may remove a Faculty Senate Standing Committee Representative by a two-thirds (2/3) roll call vote.

F. A student who misses two (2) consecutive Faculty Senate Standing Committee meetings without advance notice to the Chair or Co-Chair of the committee and Vice-President of External Affairs, will be notified in writing to provide an acceptable explanation for consideration by the committee. Further action will be taken upon the recommendation of the committee. Removal requires a two-thirds (2/3) roll call vote of the Senate.

G. Requirements of all students serving on Faculty-Senate Standing Committees are:

May 2021
a. Five (5) or more cumulative unexcused absences from Senate sessions
and/or committee meetings; or
b. Three (3) or more consecutive unexcused absences from the regularly
scheduled Senate Sessions, not committee meetings.

B. Procedures

1. Charges of the indictment for impeachment may be initiated by any member of
the student body.

2. All charges of impeachment must be submitted in writing to the SGA Advisor and
the Vice-President of Internal Affairs. In the instance that the Vice-President of
Internal Affairs is either the accuser or accused the President will serve in the
aforementioned capacity.

3. The SGA Advisor will hear the charges and evidence and deem the accusations
either meritorious of further investigation, or not meritorious of further
investigation. If deemed meritorious the following procedures apply:
   a. The Vice President of Internal Affairs will notify the accuser and accused
      in writing via email. In the instance that the Vice President of Internal
      Affairs is either the accuser or accused the President will serve in the
      aforementioned capacity.
   b. The Special Select Judiciary Committee will be selected, by lottery, at the
      next Senate session after the charges have been submitted to the Senate.
   c. The Special Select Judiciary Committee shall be comprised of five (5)
      Senators.

C. Each Senator (except for the one being charged) must have their name placed in the
ballot box.

1. The Senate Secretary shall draw names from the ballot box, one at a time, until
they have selected five eligible Senators to serve on the Senate Select Judiciary
Committee. This selection shall take place during the Senate session.

D. The Special Select Judiciary Committee must report its finding at the following Senate
Session.

E. The accused shall be provided all information from the committee meetings. However,
the accused does not need to be present for the Special Select Judiciary Committee to
act.

F. Impeachment is a Judicial hearing that shall take place the week after the findings are
presented to the Senate.

1. The Chief Justice of the Supreme Court will preside over the hearing.
2. The SGA member facing charges has the option of representing themselves,
   being represented by a fellow student, or SGA Public Defender.
3. The individual bringing impeachment charges can present the case themselves,
   have it presented by a fellow student, or SGA Attorney General.

May 2021