

**Standing Rules of
Student Congress**

SCR-100 INTRODUCTION

SCR-100-001 Introduction

- A. The following rules shall govern and control all actions and procedures of the Student Congress (Congress).
- B. The Congress divides its business into annual sessions.
- C. Each session shall begin following the inauguration of the majority of a new Congress.
- D. Each session shall consist of a number of regular and special meetings.

SCR-101 PRESENTATION OF CREDENTIALS AND QUESTIONS OF PRIVILEGE

SCR-101-001 Congressional Records

The official Congressional Records shall contain a chronological list of the following:

1. Name of congressional representative;
2. District Number (#);
3. District Name;
4. Date of Election;
5. BOE Chair/BOE Vice-Chair Signature to confirm said representative's election;
6. Date of the Administration of the Oath of Office;
7. Congressional representative's signature that affirms the representative's promise to follow the congressional ethics rules; and,
8. The Terminal date of his/her congressional term.

SCR-102 SUSPENSION AND AMENDMENT OF THE RULES

SCR-102-001 Alterations, Suspension or Rescission of Rules

- A. These rules may not be permanently rescinded or altered except by a congressional resolution passed by at least two-thirds (2/3) of the membership of Congress. SCR-102-001 cannot be suspended.
- B. Upon a two-thirds vote of the affirmative by present and voting members, the Congress may temporarily suspend any of these rules during full Congress, except as otherwise provided.

SCR-103 PROCEDURES OF THE FIRST MEETING OF EACH SESSION

SCR-103-001 First Meeting

The first meeting of the regular session of the Student Congress shall be held annually within seven days of the inauguration ceremony. The Speaker Emeritus will determine a reasonable date and time for the meeting.

SCR-103-002 Convening the New Congress Session

The Speaker of the previous Student Congress session shall convene the Congress and preside over the body until the members elect a new Ethics Committee Chair. In the case of a vacancy, inability, or refusal to so serve, the duty shall devolve to, with the descending order:

1. The Ethics Committee Chair of the previous Congress;
2. The Principal Clerk of the previous Congress.

SCR-103-003 Agenda for the First Meeting

The agenda for the first meeting of each session shall be as follows:

- I. Call to Order
- II. Oath of Office
- III. Call of the Roll
- IV. Election of the Ethics Committee Chair;
- V. Election of the Speaker;
- VI. Election of the Speaker Pro Tempore, the Finance Committee Chair, the Rules & Judiciary Chair, and the Oversight and Advocacy Chair, in that order;
- VII. Election of the membership of the Ethics Committee, the Finance Committee, Rules & Judiciary

Committee, and the Oversight and Advocacy Committee;

VIII. First Reading and Reference to Committee of Bills and Resolutions

IX. Concurrent Resolutions

SCR-103-004 Election of Officers

- A. The elected officers of the Congress shall be elected by majority vote upon nominations from the floor.
- B. If no candidate receives a majority, runoff elections shall be held, in which the candidate receiving the fewest votes on the immediately preceding ballot for that office shall be excluded, until a majority for one candidate shall be obtained.
- C. Each candidate shall have the right to speak on his or her own behalf for a time not to exceed five (5) minutes, with such statements taking place in reverse order of nominations upon close of nominations for that office.
- D. At the conclusion of the last speech by a candidate for that office, the candidates shall be allowed to answer queries on their own behalf for a time not to exceed five (5) minutes per query per candidate.
- E. Election shall be by ballot, with each ballot signed by a voting member of the Congress and open to public inspection.
- F. In the event of a tie the Congress shall revote as many times as necessary in order to reach a majority number of votes for one of the candidates.
- G. All elected officers shall serve for the duration of the session except for cases of resignation, dismissal, or ineligibility.

SCR-104 QUORUM - ABSENT REPRESENTATIVES MAY BE SENT FOR

SCR-104-001 Quorum

- A. A quorum consists of a majority of all the qualified members of the Congress. Members of Congress on an approved leave of absence shall not be considered a qualified member of congress for the purpose of determining quorum.
- B. When a lesser number than a quorum convenes, the representatives present may send the Sergeant-at-Arms or any person, for any absent representatives, as a majority of the representatives present determines.
- C. Should the point of a quorum be raised during a meeting, the doors shall be closed and the Clerk shall call the roll of the Congress, after which those not present shall again be called.

SCR-105 PETITIONS

SCR-105-001 Petitions Addressed to the Congress

- A. Petitions, memorials, and other papers addressed to the Congress shall be presented by the Speaker.
- B. Any messages from the Chancellor or the Board of Trustees of the University shall take precedence, followed by petitioning Students and reports or messages of the Student Body President, the Student Body Vice President, President of the GPSF, Student Body Treasurer, Student Body Secretary, Executive Committee Chairs, Administrators, Faculty, and all others.

SCR-106 ORDER OF BUSINESS

SCR-106-001 Regular Meetings

Regular meetings of the Full Congress shall take place every two-class weeks during the Fall and Spring Semesters.

SCR-106-002 Schedule

By the first day of classes of the Fall Semester, the Speaker shall determine a Schedule of meetings for the entire session.

SCR-106-003 Special Meeting

- A. Special meetings of the Congress shall be called when deemed necessary by the Speaker or by a majority of the Congress petitioning the Speaker in writing.

- B. The date, time, and place of such meetings shall be established by the Speaker or petitioners as is appropriate, but such meetings require notice electronic communication with seventy-two (72) hours elapsing between the sent time and the meeting time.

SCR-106-004 Meetings during Holidays

No regular or special meetings of the Congress shall be held during official University holidays or recesses without unanimous consent of all members of the Congress expressed in writing or electronic communication.

SCR-106-005 Convening and Presiding in Absence of Speaker

- A. In the absence of the Speaker, the highest officer on the following list shall convene or reconvene the Congress and preside, in descending order:
1. Speaker Pro Tempore;
 2. Ethics Committee Chair;
 3. Finance Committee Chair;
 4. Rules and Judiciary Committee Chair; or,
 5. Oversight and Advocacy Committee Chair.
- B. The clerk shall then be instructed to call the roll.
- C. Should the Speaker and all of the officers listed above remain absent fifteen (15) minutes after any time fixed for the reconvening of Congress, the meeting shall be considered cancelled. In such case, the roll shall be called and all members not present shall have their absences/exits recorded.

SCR-106-006 Approval of Minutes

After convening the Congress the presiding officer shall order the minutes of the previous meeting to be examined and then entertain a motion to accept the minutes by consent after all corrections have been made

SCR-106-007 Order of Business

After approval of the Minutes, the order of business shall be as follows:

- I. Reports of the Officers of Congress
- II. Receipts of Petitions and Messages
 - 1) Messages from the President
 - 2) Message from the GPSF President
 - 3) Messages from the Treasurer
 - 4) Messages from the Director of State and External Affairs
 - 4) Messages from the Student Attorney General
 - 5) Messages from the Honor Court Chairperson
- III. Public Comment Period
- IV. Introduction of Concurrent Resolutions
- V. Veto Messages from the Student Body President.
- VI. Unfinished business of preceding meeting.
- VII. Special orders.
- VIII. Consent Calendar
- IX. General Orders Calendar
 - 1) Resolutions
 - 2) Bills
 - 3) Concurrent Resolutions
- X. Notices and Announcements.
- XI. Adjournment

SCR-106-008 Agenda

- A. The agenda of the Congress shall be prepared by the Speaker of the Congress with the assistance of the Principal Clerk at least twenty-four (24) hours prior to each meeting.
- B. Legislation for committees shall be provided to committee chairs by the Speaker.
- C. The Presiding Officer and the Principal Clerk of the Congress shall see that all bills are acted upon by the

Congress in the order in which they stand upon the agenda, unless otherwise ordered as hereinafter provided.

- D. Any item of business may be reordered by a two-thirds vote, and items of unfinished business, general orders, and items of new business may be reordered by majority vote.
- E. These motions are not debatable.
- F. The published agenda shall include all items of business reported favorably or without prejudice from committee since the previous meeting.
- G. All items reported unfavorably shall appear on a separate unfavorable calendar.

SCR-106-009 Consent Calendar

- A. The consent calendar shall be defined as a grouping of bills on the meeting agenda that have received a recommendation for a favorable report, favorable report as amended, or favorable as to committee substitute, and the vote in the committee was unanimous of the members present and voting.
- B. The Chair of the Committee of the bill's favorable, favorable as amended or favorable as to committee substitute recommendation may designate in the committee report that the bill is to go on the consent calendar.
- C. The bill shall appear on the consent agenda for the next meeting after the report is made.
- D. All such matters on the consent calendar shall be approved, adopted, or accepted, as the case may be, upon a single vote of the Student Congress.
- E. Each matter so approved will appear in the minutes of the Congress in its proper form showing approval.
- F. A bill shall be removed from the consent calendar if any member of the Congress makes such request in writing to the Speaker no later than five hours before the commencement of Congress and in such case the bill shall be placed on the regular agenda for that meeting.
- G. It shall not be in order to offer any amendment to a bill on the consent calendar except committee amendments.
- H. The Speaker will recognize the sponsor of the bill for a time not to exceed two minutes. The Speaker shall then open the floor for debate.

SCR-107 MESSAGES

SCR-107-001 Two Minute Speeches

Every Student Congress member shall be allowed to Speak for a period not exceeding two minutes before Student Congress convenes. Such member shall inform the presiding officer of his/her desire to speak before the presiding officer calls the meeting to order.

SCR-107-002 Public Comment Period

All regular meetings of the full Student Congress shall include a public comment period to allow constituents of the Congress the opportunity to address the body on agenda items.

1. The duration of the Public Comment Period shall be a maximum of thirty (30) minutes.
 - a. The Public Comment may be extended by a majority vote of members present and voting.
2. Each speaker will be allowed a maximum of two (2) minutes.
3. No speaker may cede his or her time to another speaker.
4. The Clerk of Student Congress shall record comments made during the public comment period.
5. Persons wishing to address the Congress shall sign up with the Clerk of Student Congress prior to the beginning of the public comment period at the meeting in which they wish to speak.
6. SCR-107-002 cannot be suspended.

SCR-108 SPECIAL ORDERS

SCR-108-001 Special Orders

- A. Any bill or other matter in consideration before the Congress may be made a special order for a subsequent day or hour by a vote of the majority of the Representatives voting, and if action on the special order is

under consideration it shall take precedence over any special order or subsequent order for the day, but such subsequent order may be taken up immediately after the previous special order has been disposed of.

- B. All elections of new officers of the Congress or new members to committee shall take place during Special Orders on the Agenda.

SCR-108-002 Vacancies

- A. Vacancies among the appointed officers of the Congress shall be filled by timely appointment of a successor.
- B. Vacancies among the elected officers of the Congress shall be filled by election according the procedures of these rules at the next regular meeting of the Congress unless said election shall be postponed by a two-thirds vote, said motion being debatable as to the merits of postponement.
- C. In the event of a vacant committee chair the Vice-Chair shall serve as Acting Chair until such an election can be held.

SCR-109 PAPERS - WITHDRAWAL, PRINTING, READING OF, AND REFERENCE

SCR-109-001 Definitions

- A. A resolution shall be any written motion before the Congress which seeks to:
 - 1. Approve appointments of the President, the Speaker, GPSF President, and Finance Committee Chair;
 - 2. Establish of the Standing Rules of Student Congress;
 - 3. Require of reports from organizations receiving funds from Student Government;
 - 4. Propose Constitutional Amendments;
 - 5. Propose Referenda;
 - 6. Bestow, honor, or appreciate any individual or organization affecting the Students of the University; and/or
 - 7. State the opinion of the Congress on any matter or calls for action by any external agency not under the jurisdiction of the Congress.
- B. A bill shall be any written motion before the Congress which seeks to accomplish any task other than those which can legitimately be accomplished by resolution.
- C. A concurrent resolution is a resolution, which states the opinion of the Congress on any matter, calls for action by any external agency not under the jurisdiction of the Congress, or requires a report from an organization receiving student government funds, and which receives the consent of two-thirds (2/3) of Congress, or three-fifths (3/5) of Congress in the case of a proposed referenda.
- D. An act shall be a bill which has been passed by the necessary majority of the Congress.
- E. A law shall be an act which has been signed by the Student Body President, an act vetoed by the Student Body President where said veto has been overridden by the Congress, or an act which was neither signed nor vetoed within ten school days of its transmission to the Student Body President.
- F. Legislation shall refer to one or more resolutions, bills, acts, or laws.

SCR-109-002 Legislation, General Rules A.

Bills shall not become resolutions. B.

Resolutions shall not become bills.

- C. Resolutions cannot amend, repeal, or modify a statute; nor do they have life beyond the term of the session during which they are adopted.
- D. No bill or resolution may be considered unless copies of the bill have been made available to the entire membership of the Congress.

SCR-109-003 Authorship of Legislation

- A. The principal sponsor of a piece of legislation shall be the member of Congress, Student Body President, or Student Body Treasurer who introduces the bill or resolution.
- B. The principal sponsor shall be listed first in any list of sponsors.
- C. A piece of legislation may have any number of members of Congress as sponsors, where said sponsorship indicates strong support but entitles the sponsor to no special legislative privilege.
- D. A need that can be addressed by the Congress may be written and placed in proper form by any person

familiar with the legislative process. The author of the legislation shall then find an authorized sponsor, who shall act as principal sponsor for the legislation.

- E. All legislation shall be given a title by its sponsor, which shall adequately and fairly reflect its subject matter even when the bill or resolution is amended.

SCR-109-004 Form and Copies of Bills

- A. Bills submitted for introduction shall be in a computer-typed form submitted to the Speaker.
- B. When a bill which is introduced is not in the prescribed form, the Principal Clerk shall cause the bill to be retyped in the prescribed form, and the retyped copy shall become the official copy of the bill for all purposes.
- C. The original bill shall be returned to the introducer of the bill and shall not become a part of the records or documents of the Congress.
- D. The Speaker shall assign the measure a number. Bills must be numbered chronologically as the Speaker receives them. The Speaker shall then refer the legislation to the appropriate committees for consideration.
- E. The Speaker shall certify the passage of bills by the Congress, with the date thereof, together with the fact whether passed by vote of three-fifths or two-thirds of the membership of the Congress present and voting, whenever such vote may be required by the Constitution or laws of the State.

SCR-109-005 Reading and Referral of Bills

- A. No Bill or Resolution, except concurrent resolutions, shall be considered in Full Congress unless it has been referred to the Speaker of Congress and the Chair of the considering committee at least seventy-two (72) hours before a consideration in a standing committee.
- B. Funding requests not submitted online prior to seventy-two (72) hours before the next scheduled Finance Committee meeting shall not be considered by the Finance Committee until the following cycle.
- C. At the discretion of the Speaker and the committee Chair, an exception may be made to allow consideration with no less than twenty-four (24) hour notice in emergency situations.
- D. After a bill has been (1) tabled, (2) postponed indefinitely, or (3) placed on the unfavorable calendar, the contents of that bill or the principal provisions of its subject matter shall not be considered by Student Congress, and the chair shall lay that measure on the table and shall not remove it from the table except by a two-thirds vote of the members present and voting.
- E. If the measure is removed from the table, it shall be appended to the bottom of the General Orders calendar.
- F. If a bill remains on the unfavorable calendar at the end of the SC meeting in which it is considered, it expires.

SCR-109-006 Legislation, Availability

Twenty-four hours prior to the next regularly scheduled meeting of the Full Congress, the Speaker and the Clerk shall ensure that copies of all legislation for the meeting are made available to each member of Congress by posting in locations previous approved for that purpose by the Clerk and upon the listserv.

SCR-109-007 Legislative History

- A. All bills and resolutions in Congress shall include a legislative history Section on their first page which shall be compiled by the Clerk of the Congress.
- B. This history shall include:
 1. The original introduction number.
 2. The date of introduction;
 3. The principal and other sponsors;
 4. The committee to which it was referred by the Speaker;
 5. The date it reported from committee, by whom it was reported, and how it reported;
 6. The numbers of any subsidiary documents relating to the bill or resolutions;
 7. The dates of any other relevant action on the measure, motions for reconsideration, the actions taken;
 8. The ayes, and nays of roll call votes; and,

9. The final disposition of the bill.

SCR-109-008 Clauses

- A. Whereas Clause. Bills and resolutions may have optional clauses explaining the need for the legislation which shall begin "WHEREAS," and shall contain one sentence each, terminating with a semicolon. Where there are two or more such clauses, the next to last clause shall terminate with a semicolon followed by the word "and."
- B. Enacting Clause. There shall be an enacting clause in all bills which shall follow any explanatory clauses and shall read "BE IT ENACTED BY THE STUDENT CONGRESS OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL THAT:" If there are explanatory clauses this clause shall be preceded by the word "THEREFORE."
- C. Resolving Clause. There shall be a resolving clause in all resolutions which shall follow any explanatory clauses and shall read "BE IT RESOLVED BY THE STUDENT CONGRESS OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL THAT:" if there are explanatory clauses this clause shall be preceded by the word "THEREFORE".

SCR-109-009 Numbering of Legislation

- A. Bills and Resolutions: Legislation shall be assigned a bill or resolution number upon introduction to the Speaker. A number of a bill shall have the form "SCB-ss-####". A number of a resolution shall have the form "SCR-ss-####" The "ss" shall be replaced by the number of the current Congressional session and the "####" shall be replaced by a sequential number of all bills and resolutions which shall begin at one ("001") with the beginning of each Congressional session and shall be incremented by one for each piece of legislation introduced so that it shall represent at any time the total number of pieces of legislation introduced in that session of the Congress.
- B. Once a proposed bill or resolution has been assigned its chronological number, this number shall not be changed prior to its consideration by the full Congress.

SCR-109-010 Certification

Each copy of any bill, resolution, act, law, order, agenda, or minutes promulgated by the Speaker or the Clerk shall bear the name of the official paper (i.e., SCB-78-124 or Agenda 01 Dec 2011) and the following statement "Certified correct and proper by Speaker" legally initialed by the Speaker (or Acting Speaker of the Student Congress) in the case of Congressional documents or "certified correct and proper by Speaker SBP" legally initialed by the Speaker (or Acting Speaker) and the Student Body President (or the Acting Student Body President) in the case of laws.

SCR-110 VOTING PROCEDURE

SCR-110-001 Votes

- A. Unless specifically noted, all required votes in these rules are votes of Congress representatives present and voting.
- B. Unless otherwise stated, a two-thirds vote or any other required supermajority shall be two-thirds of all members present and voting, with the exception of votes as stipulated in the constitution.

SCR-110-002 Methods of Voting

- A. The Congress shall vote via voice except where otherwise provided in these rules. Members abstaining from the voice vote shall indicate as such to the Clerk of Congress prior to the vote.
- B. Division of Congress. Division of Congress may be ordered by the presiding officer or a member and a second, with the member specifying whether the vote shall be taken as a standing vote or a show of hands.
- C. Roll Call Vote.
 1. Before a question is put, any member may call for a roll call vote of the ayes and nos. If the call is sustained by one-fifth of the members present, the question shall be decided by the ayes and no's upon a roll call vote.
 2. Every member who is in the chamber when the question is put shall vote upon a call of the ayes and nos.
 3. Roll call cannot be used in Committee of the whole.
- D. Recording of Votes.
 1. During the consideration of bills and resolutions and associated amendments, if a voice vote fails to achieve a standard of unanimity in the Congress, the Clerk of Congress shall record the number of ayes, noes, and abstentions in the minutes, and note the name of each member of Congress voting in the minority or abstaining, for the purposes of public record and transparency.
 2. During the consideration of a motion, if division is ordered on the vote, the Clerk of Congress shall record the number of ayes, noes, and abstentions in the minutes.
 3. The presiding officer shall inform the Clerk of the number of ayes, noes, and abstentions, and names of members of Congress to be recorded in the minutes.
- E. Secret Ballots. The Congress shall be forbidden the use of the secret ballot. SCR-110-002 cannot be suspended.
- F. SCR-110-002 cannot be suspended.

SCR-110-003 Dividing the Question

- A. If any question contains several distinct propositions, a member may move that the question be divided. The motion shall clearly state how the question is to be divided. The motion shall be adopted by majority vote of the members present and voting.
- B. If the question is divided and any part thereof fails, then any provisions remaining to be voted upon are still under consideration.
- C. Only one motion to divide the question shall be in order during consideration of a bill or resolution.

SCR-110-004 Voting

- A. Any member of Congress may vote yea, nay, or abstain. An abstention vote shall not be counted in the final vote.
- B. The votes of each representative for every bill and resolution put to question in full Congress shall be recorded by the Clerk of Congress and published on the Student Congress website.

SCR-110-005 Voting by Speaker

In all elections the Presiding officer may vote. In all other instances the presiding officer may vote, or may reserve this right until the vote would change the outcome; but in no instance may the presiding officer vote twice on the same question.

SCR-111 RECONSIDERATION

SCR-111-001 Motion to Reconsider

- A. When a question has been decided, it is in order for any member to move for the reconsideration thereof on the same or the succeeding legislative day; provided that if the vote by which the motion was originally decided was taken by a recorded vote, only a member of the prevailing side may move for reconsideration.
- B. A first motion to reconsider shall be determined by a majority vote. A two-thirds vote shall be required for a subsequent motion to reconsider the same measure.
- C. A two-thirds vote shall also be required in order to reconsider a motion or vote when the original motion or vote was any of the following:
 1. A vote upon a motion to table;
 2. A motion to postpone indefinitely,
 3. A motion to remove a bill from the unfavorable calendar;
 4. A motion that a bill be read twice on the same day;
 5. A motion to remove from the table.
- D. A motion to reconsider the vote by which a person has been elected as Speaker or Speaker Pro Tempore shall not be in order. SCR-111-001(D) cannot be suspended.

SCR-112 AMENDMENTS AND MOTIONS

SCR-112-001 Germaneness of Amendment

All amendments and committee substitutes shall be germane to the original subject matter of the bill. The question of germaneness is in order at any time the measure is before the body prior to final action on the measure.

SCR-112-002 Action on Amendment or Committee Substitute

If any committee recommends adoption of an amendment or committee substitute of a bill or resolution, the amendment or committee substitute shall be considered adopted upon the reading of the committee report and shall be engrossed. The bill or resolution, as amended, or its adopted committee substitute shall be placed on the agenda for the next legislative meeting or re-referred if the bill or resolution was serially referred. The committee substitute's original bill or resolution shall lie on the table.

SCR-112-003 Motions, General

- A. All original main motions shall be submitted in writing in the form of a bill or resolution under the provisions of SCR-109.
- B. Any other motion shall be reduced to writing, if requested by the Presiding Officer or any Representative, and read by the Presiding Officer or Clerk before the same is debated. No motion relating to a bill shall be in order which does not identify the bill by its number and short title.
- C. Any motion may be withdrawn by the introducer at any time before decision or amendment.

SCR-112-004 Motion to Adjourn

A motion to adjourn shall:

1. Be seconded before the motion is put to the vote of Congress.
2. Shall be decided without debate and shall always be in order, except when Congress is voting or some member is speaking; but a motion to adjourn shall not follow a motion to adjourn until debate or some other business of Congress has intervened.
3. Shall require a roll call vote.

SCR-112-005 Motion to Table

- A. A motion to table shall be seconded before the motion is put to the vote of Congress and is in order except when a motion to adjourn is before Congress.
- B. A motion to table shall be decided without debate.
- C. A motion to table shall not be paired with a motion to reconsider.
- D. A motion to table a bill shall constitute a motion to table the bill and all amendments thereto.

- E. When the question before Congress is the adoption of an amendment to a bill or resolution, a motion to table the bill is not in order; and a motion to table an amendment applies to the amendment only, and the motion may not expressly or by implication or construction be expanded to include a motion to table the bill also.
- F. When a question has been tabled, it shall not thereafter be considered except on motion to reconsider under SCR-117-001 to remove from the table approved by a two-thirds vote.

SCR-112-006 Motion to Postpone Indefinitely

- A. A motion to postpone indefinitely is in order except when a motion to adjourn or to lay on the table or for the previous question is before Congress.
- B. However, after one motion to postpone indefinitely has been decided, another motion to postpone indefinitely shall not be allowed at the same stage of the bill or proposition.
- C. When a question has been postponed indefinitely, it shall not thereafter be considered except on motion to reconsider under SCR-117-001 or to place on the favorable calendar approved by a two-thirds vote.

SCR-112-007 Previous Question

- A. The previous question may be called by any member of Congress.
- B. The previous question, once seconded, shall be as follows: "Call for the previous question having been made, is the call sustained?" When the call for the previous question has been decided in the affirmative by a vote of two-thirds of the members of Congress present, the question is on the passage of the bill, resolution, or other, matter under consideration.
- C. The call for the previous question shall preclude all motions, amendments, and debate, except the motion to adjourn or motion to table.
- D. If the previous question is decided in the negative, the question remains under debate.

SCR-112-008 Friendly Amendments

When a representative proposes an amendment, it may be deemed friendly or unfriendly.

1. If all the sponsors of the bill or resolution deem the proposed amendment friendly, the amendment shall be adopted without further debate or a vote. Additionally, the representative who proposed the amendment shall be listed as a sponsor.
2. If any sponsor of the bill or resolution deems the proposed amendment unfriendly, and the amendment is not withdrawn, the body shall enter debate regarding the amendment.
 - a. Amendments to the amendment are in order and shall follow the same process.
 - b. Any rules adopted during general debate shall carry over to the amendment debate.
 - c. Should an unfriendly amendment be adopted by the Congress, any sponsors who had deemed it unfriendly shall no longer be listed as sponsors. The representatives proposing the amendment shall henceforth be listed as a sponsor of the bill.

SCR-113 REFERENCE TO COMMITTEES; MOTIONS TO DISCHARGE; REPORTS OF COMMITTEES; AND HEARINGS AVAILABLE

SCR-113-001 Referral to Committees

- A. Legislation shall be considered by committees in accordance with the provisions of Title II.
- B. All bills filed for introduction in the office of the Speaker not later than seventy-two hours (72) prior to the regularly scheduled committee meetings shall be referred to the appropriate standing committee.
- C. University holidays shall not be counted as working days for the Speaker and the Clerk for the purposes of referring a bill or resolution to committee.
- D. The time and place of these meetings must be announced at least forty-eight (48) hours in advanced.
- E. The Speaker of Congress shall produce a list of all bills presented and the committees to which they are referred.
- F. Bills may be referred to more than one committee serially, i.e. "S.C.B. is referred to the Finance Committee and upon a favorable report referred to the Rules & Judiciary Committee."

SCR-113-002 Reports of Committees

All Congress bills and resolutions shall be reported from the standing committee or select committee to which referred with recommendations the standing committee or select committee may desire to make. If the principal introducer requests in writing to the Chair of the standing committee or select committee that the bill not be considered, it will not be considered. This report shall be submitted to the Principal Clerk no later than the sooner of forty-eight hours after the committee meeting or twenty-four hours before the next meeting of Congress. Every representative presenting a report of a committee shall endorse the report with the name of the committee unless it is a minority report. The report of the committee shall show that a quorum of the committee was present and a majority of those present voted in favor of the report. Every report of the committee upon a bill or resolution shall stand upon the general orders with the bill or resolution. The forms of report are as follows:

1. Favorable Report. When a standing committee or select committee reports a bill or resolution with the recommendation that it be passed, the bill or resolution shall be placed on the favorable calendar for the next meeting as designated by the Speaker.
2. Report without Prejudice. When a standing committee or select committee reports a bill or resolution without prejudice, the bill or resolution shall be placed on the favorable calendar in the same manner as provided in subsection A. of this rule.
3. Postponed Indefinitely. No motion to postpone indefinitely or any other terminal motion shall be allowed in committee.
4. Unfavorable Report. When a standing committee or select committee reports a bill or resolution with the recommendation that it be not passed and no minority report accompanies it, the bill or resolution shall be placed on the unfavorable calendar.
5. Minority Report. When a bill or resolution is reported by a standing committee with a recommendation that it be not passed, but it is accompanied by a minority report signed by at least three of the members of the standing committee who were present and voting when the bill or resolution was considered in standing committee, the question before the Congress in special orders for the next legislative meeting shall be: "The adoption of the minority report." If the minority report is adopted by majority vote, the bill or resolution shall be placed on that meeting's favorable calendar for consideration. If the minority report fails of adoption by a majority vote, the bill or resolution shall be placed on the unfavorable calendar.
6. Removing Bill from Unfavorable Calendar. A bill or resolution may be removed from the unfavorable calendar upon motion during special orders carried by a two-thirds (2/3) vote. A motion to remove a bill or resolution from the unfavorable calendar is debatable.

SCR-113-003 Recall of Bill from Committee and Discharge Petition

- A. Notwithstanding anything to the contrary, only the Speaker or the chair of a committee to which a bill or other matter is assigned may, with the consent of a majority of the membership of the Congress present and voting, recall the measure to be referred to another committee or the floor.
- B. A motion to discharge a committee from consideration of a bill or resolution may be filed with the Principal Clerk if accompanied by a petition signed by majority of the members of the Congress. No petition may be circulated for signatures until 10 legislative days after the bill has been referred to the committee. No petition may be circulated for signature until notice has been in the Congress offices and on the listserv that the petition is to be circulated. If such a motion accompanied by a valid petition is filed, the Principal Clerk shall place that motion on the agenda for the next meeting of full Congress as a special order of business. If the motion is adopted by a majority of the Congress, then the committee to which the bill or resolution has been referred is discharged from further consideration of the bill or resolution, and that bill or resolution is placed on the agenda for the next legislative day as a special order of business. If the committee had, prior to discharge, adopted any amendment or committee substitute for the bill, it shall be in order to offer that amendment or substitute on the floor as if it were a committee amendment or substitute. The Principal Clerk shall provide a form for discharge petitions.
- C. SCR-113-003 cannot be suspended.

SCR-113-004 Public Hearings

- A. Legislative Hearings. Any Representative may request in writing or electronic communication a formal public hearing on any bill or resolution. Requests may be granted in the discretion of the chair. Notice shall be given not less than five agenda days prior to public hearings. Such notices shall be issued as information for the press and the information shall be posted in the places designated by the Principal Clerk. Any person may speak at the public hearing on any subject germane to the legislation under consideration.
- B. Investigative Hearings. At the discretion of the chair or by majority vote of the committee or when directed by a majority vote of the full Congress, committees of the Congress may open investigative hearings whose purpose shall be to gather information, including facts and opinions, on issues and subjects relevant to the work of the Congress or of interest to the Student Body.
- C. Rules. Prior to the start of any hearing the committee must adopt a set of rules governing the hearing. The following shall be standing rules for all public hearings:
 - 1. Hearings may be held by any committee or subcommittee of the Congress.
 - 2. A committee may not take action on legislation during a public hearing.
 - 3. One-fourth of the members of a committee shall constitute quorum for the purpose of conducting a public hearing.

SCR-113-005 Hearings; Examination of Witnesses

- A. Committees of the Student Congress may hold hearings, call witnesses, and compel testimony relevant to any bill, resolution, or other matter properly before the committee.
- B. Witnesses may be examined under oath.
- C. When any person is examined before a committee, any member wishing to ask a question must address it to the chair or presiding officer, who repeats the question or directs the witness to answer the member's question.
- D. Objections to the propriety of a question are directed to the committee as a whole. The committee must determine whether the objection is sustained or overruled by majority vote of the committee.
- E. Witnesses may be accompanied by any student acting as their counsel for the purpose of advising them concerning their rights.

SCR-114 BUSINESS CONTINUED FROM SESSION TO SESSION

SCR-114-001 Measures at the End of the Session

- A. All measures which remain in committee at the conclusion of a Congressional session shall be considered failed.
- B. All measures tabled or otherwise not considered by the end of the session shall be considered failed.
- C. Any act unsigned by the Student Body President at the beginning of the next session shall be considered vetoed.

SCR-115 DEBATE

SCR-115-001 Conduct of Debate

The Presiding Officer shall have general direction of the Hall of the Congress to provide final interpretation of the laws set forth by Congress and shall be authorized to take such action as is necessary to maintain order, and in case of any disturbance or disorderly conduct in the galleries or lobbies, he or she shall have the power to order those areas cleared.

SCR-115-002 Substitution for Presiding Officer

The Presiding Officer, while during full Congress, shall have the right to call on any member of the Congress to perform the duties of the Chair. The Speaker may reclaim the chair from any other member at any time.

SCR-115-003 Limitations on Individual Debate

- A. There shall be no limitations on the amount of time that a member may speak on any business of the Congress or limiting the time for consideration of said business, unless a motion to limit debate has been approved by two-thirds (2/3) of the members of Congress present and voting prior to consideration of the business.
- B. A call for quorum is not in order when another member has the floor.
- C. Cloture may be invoked by delivering a written petition signed by 3/5 of all the members of the Congress to the Principal clerk. After Cloture is certified by the Clerk debate will be limited to two (2) hours and a vote will be taken on all pending motions.
- D. There shall be no limitations on the number of times a representative may speak on the main motion, or on any other motion.
- E. By permission of the presiding officer, any member of the Congress may address the Congress from the well of the Congress.
- F. Any debate by a member must be germane to the motion under consideration.
- G. There shall be no other limitations on the content of the debate of any member unless said content is ruled out of order.

SCR-115-004 General Decorum

- A. The presiding Officer shall be responsible for preserving order and decorum.
- B. Representatives may be referred to by name, but no derogatory remark reflecting personally upon any Representative shall be in order upon the floor of the Congress unless preceded by a motion or resolution of censure.
- C. When the Presiding Officer is putting a question, or a division by counting is in progress, no representative shall walk out of or across the Chamber, nor when a representative is speaking, pass between him/her and the Presiding Officer.
- D. When a motion to adjourn or for recess is affirmatively determined, no member or officer shall leave his/her place until adjournment or recess is declared by the presiding officer.
- E. No remark soliciting the donation of funds for the support of any person or organization shall be in order upon the floor of the Congress, unless the remark has some relevance to a bill or resolution before the body. No article of any kind soliciting business or donations may be placed by any person anywhere in the Congress Chamber or in any Congress office.

SCR-115-005 Speaking Privileges

- A. Upon un-debatable seconded motion adopted by majority vote the Congress may extend speaking privileges to any person not to exceed five minutes. This time may be lengthened by a two-thirds vote upon a seconded motion to do so.
- B. The Presiding Officer is required to recognize guests for the purpose of defending their bill for time not to exceed five (5) minutes. He/she must recognize guests to speak to any properly seconded amendment upon their bill for a time not to exceed two (2) minutes.
- C. A resolution inviting the Chancellor to deliver a State of the University Address will be introduced during each session.
- D. The Student Congress Faculty Advisor shall be extended speaking privileges without objection. Upon objection the motion to extend speaking privileges to the Student Congress Faculty Advisor shall be considered under debate and passed only by a two-thirds majority of members present.

SCR-115-006 Contested Issues

- A. The presiding officer may certify any business of Congress as a contested issue.
- B. Upon certification, the debate shall move back and forth between pro-speakers and con-speakers with the bill's sponsor designed a Principal proponent and another represented, designed by the presiding officer, as the Principal opponent.
- C. The Speaker may remove this designation at any time, subject to an un-debatable appeal to the majority of Congress.

SCR-115-007 Freedom of Speech

The members shall have freedom of speech and debate in the Student Congress, and shall not be liable to impeachment or question, in the Student Judicial Systems for words therein spoken.

SCR-115-008 Right of Reply

- A. Should a representative reference another representative during his/her time, the offended party may request a right of reply.
- B. The offended party must be referenced by name, position, or other clearly identifiable language.
- C. "A previous delegate" or similar statements shall be deemed sufficiently vague for right of replies not to be in order.
- D. A Right of Reply may only be used to address the comments regarding the offended party. Any other use of the Right of Reply shall be deemed out of order.

SCR-115-009 Yielding the Floor

When a speaking limit has been adopted, yielding shall be in order to any person. A person may not yield the time that has been yielded to them.

SCR-116 QUESTIONS OF ORDER

SCR-116-001 Questions of Order

- A. The presiding officer shall decide all questions of order, subject to an appeal to the Congress by any member.
- B. A two-thirds vote of the membership of the Congress present and voting is necessary to sustain any appeal from the ruling of the Presiding Officer.
- C. In the event the Standing Rules, Student Government Code, and Student Constitution do not provide for, or cover any point of order raised by any representative, the current edition of Mason's Manual of Legislative Procedure shall govern.
- D. When a representative is called to order he/she shall take his/her seat until the presiding officer determines whether he/she was in order or not; if decided to be out of order, he/she shall not proceed without the permission of Congress.
- E. If a representative is called to order for words spoken, the words to which an exception is made shall be immediately written in the minutes by the clerk.

SCR-117 PRECEDENCE OF MOTIONS

SCR-117-001 Motions, Order of Precedence

When a main motion is before the Congress no motion shall be received except those herein specified, with the following order of precedence:

1. To adjourn;
2. To lay on the table;
3. To previous question;
4. To postpone indefinitely;
5. To reconsider;
6. To postpone to a day certain;
7. To re-refer;
8. To amend an amendment;
9. To amend;
10. To pass the bill.

SCR-118 PRIVILEGE OF THE FLOOR

SCR-118-001 Questions of Privilege

- A. Upon recognition by the presiding officer for that purpose, any member may speak to a question of privilege for a time not to exceed three minutes.
- B. Questions of privilege shall be those affecting:
 - 1. The rights of Congress collectively, its safety, dignity, and the integrity of its proceedings; and/or,
 - 2. The rights, reputation, and conduct of members, individually, in their representative capacity only.
- C. Questions of privilege shall have precedence over all other questions, except motions to adjourn.
- D. Privilege may not be used to explain a vote or debate a bill.
- E. The presiding officer shall determine if the question is one of privilege and shall, without the point of order being raised, enforce this rule.

SCR-118-002 Obtaining Recognition

- A. When any Representative wishes to speak in debate or deliver any matter to the Congress, he/she shall raise his/her hand to obtain the attention of the presiding officer who may choose to keep a list of Representatives wishing to speak. This list shall not prevent the presiding officer from first recognizing members who have spoken little or none on a matter.
- B. No member shall speak until recognized by the presiding officer. Only the presiding officer may award the floor to any representative.
- C. A representative who has the floor may yield the floor to another representative only for the purpose of allowing another representative to state a question.
- D. A representative who has obtained the floor may be interrupted only for the following reasons:
 - 1. A request that the member speaking yield for a question;
 - 2. A point of order; and/or
 - 3. A parliamentary inquiry.

SCR-118-003 Appearance before Committee

Every student desiring to appear in person to introduce testimony, or to offer argument for or against the passage of any bill or resolution, before any committee of the Student Congress, shall first make a written application to such committee chair prior to the committee meeting stating the names and nature of the student's testimony. If the chair considers the information likely to be important, or the interest of the applicant to be great, they shall hear the testimony at the next committee meeting. If the chair denies the request, the student may appeal to the full committee.

SCR-118-004 Appeal from Denial of Right to be Heard

If any committee shall refuse to grant the request of any student to be heard before it in a matter touching of his/her interests, the student may appeal to the Rules & Judiciary Committee; if he/she shows good reason for his/her request the Rules and Judiciary Committee shall order it to be granted.

SCR-119 ASSIGNMENT OF COMMITTEES

SCR-119-001 Election of Committees

- A. Committee composition shall be established by election except where general consent can be obtained.
- B. Members shall nominate themselves.
- C. Each member of Congress shall vote for a slate of candidates and the required number of members will be selected from the top vote getters.
- D. Runoffs shall be used only to break ties that would affect the membership of a committee.
- E. Each candidate shall have the right to speak on his or her own behalf for a time not to exceed two (2) minutes, with such statements taking place in reverse order of nomination upon close of nominations for that committee.

- F. At the conclusion of the last speech by a candidate for that committee, the candidates shall be allowed to answer queries on their own behalf for a time not to exceed two (2) minutes per query per candidate.
- G. Members elected in special elections to fill vacant seats shall also follow this rule.

SCR-119-002 Assignment of Members

- A. The elected members of the Congress shall be evenly apportioned among the standing committees with any remainder assigned to the Finance Committee first, the Oversight and Advocacy Committee second, the Rules & Judiciary Committee third.
- B. Neither the Speaker nor the Speaker Pro Tempore shall be considered a member of any committee for the purpose of apportionment.

SCR-120 STANDING COMMITTEES

SCR-120-001 Standing Committees

The standing committees of the Congress shall be:

1. The Finance Committee;
2. Rules & Judiciary Committee; and,
3. The Oversight and Advocacy Committee.

SCR-120-002 Establishing Additional Committees

The Congress may establish at any time and for any purpose, by resolution or law, such other standing or select committees as it deems necessary under the supervision of the Speaker.

SCR-120-003 Membership

No member of Congress shall serve on more than one of the committees enumerated in SCR-120-001.

SCR-121 COMMITTEE PROCEDURE

SCR-121-001 Meetings

Regular Committee meetings shall be called by the committee chairperson, and notification given in a regular meeting of Full Congress. The following rules shall apply to all committee meetings:

1. Room assignments and times for all committees must be approved by the Speaker to avoid scheduling conflicts;
2. The chair of the committee shall notify or cause to be notified the sponsor of each bill which is set for hearing or consideration before the committee as to the date, time, and place of that meeting;
3. The published agenda shall reflect those committee notices received from the Speaker of Congress prior to 5:00 p.m. the day before the legislative meeting;
4. The Chair or other presiding officer shall have general direction of the meeting place of the standing committee or select committee and, in case of any disturbance or disorderly conduct therein, or if the peace, good order, and proper conduct of the legislative business is hindered by any person or persons, the Chair or presiding officer shall have power to exclude from the session any individual or individuals so hindering the legislative business;
5. Subject to the provisions of SCR-121-001(4), standing committees and select committees shall permit other members of the General Assembly, the press, and the general public to attend all sessions of said standing committees or select committees;
6. Procedure in the standing committees and select committees shall be governed by the rules of the Congress, so far as the same may be applicable to such procedure. If before a question is put, any member may call for the ayes and no's, the question shall be decided by the ayes and no's upon a roll call vote. All roll call votes shall be taken alphabetically;
7. No standing committee or select committee shall meet during any meeting of the full Congress. Standing committees and select committees shall meet at their regularly scheduled hour. Standing

committees and select committees may meet at other times as authorized by the Speaker in order to assure the availability of the meeting room and that no conflicts will exist with the meetings of other bodies. All standing committee and select committee meetings shall adjourn no later than 10 minutes preceding a regular session of the Congress;

8. During standing committee and select committee meetings, the Chair may exercise the right to vote, or may reserve this right until there is a tie, in which event the Chair may vote, but in no instance may the Chair vote twice on the same question; and
9. Previous question shall not be in order in any committee and seconds shall not be required.

SCR-121-002 Reporting of Legislation

The respective committees shall report any and all legislation as favorable, unfavorable, or without prejudice unless otherwise acted upon through motions consistent with the Congress's parliamentary authority. Committees shall be forbidden the use of terminal motions such as motions for adoption, motions of indefinite postponement, and other motions whose effect is to prevent a measure from reporting during a Congressional session. Each committee shall report following each of its meetings the number and title of all legislation referred to it and not yet reported.

SCR-121-003 Select Committees

Congress shall have the power to create select committees. The following special rules apply to select committees:

1. Select Committees shall be created by resolution upon a majority vote of members present.
2. Committees shall be under the jurisdiction of the Speaker in the same manner as Standing Committees
3. Membership in any standing committee does not preclude membership in a select committee. The select committees shall be presided over by one or more representative(s) elected by the Student Congress, who shall serve as chair(s); the committee's membership shall be elected from within Student Congress at a regular session.
4. The select committees shall hold hearings in strategic locations throughout the campus to gauge public sentiment on issues within their sphere of authority.
5. The select committees shall have the power to subpoena students to testify by majority vote when such witnesses are necessary for the committee to accomplish its business.
6. The select committees shall write or consider legislation within their sphere of authority, reporting it to the Student Congress under the provisions of these rules.

SCR-121-004 Subcommittees

By consent and approval of any committee, the chair may designate a subcommittee of not less than three representatives to conduct hearings, call witnesses and inquire into any matter properly before the committee. A duly constituted subcommittee shall have all the powers of the full committee, except the reporting of bills to Full Congress, but any subcommittee shall cease its activities upon a majority vote of the full committee.

SCR-121-005 Committee Minutes to Legislative Library

- A. The chair of a committee shall insure that written minutes are compiled for each of the committee's meetings.
- B. The minutes shall indicate the number of members present and the actions taken by the committee at the meeting.
- C. No later than 3 days after the adjournment of each meeting of the committee, the chair shall deliver the minutes to the Legislative Library.
- D. The Speaker of the Congress may grant a reasonable extension of time for filing said minutes upon application of the committee chair.