

THE RULES AND PROCEDURES

of the

STUDENT LEGISLATURE

Student Government Association of
Emory University

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TABLE OF CONTENTS

ORDER OF PRECEDENCE	1
PART I: MEMBERS	1
COMMITTEE ASSIGNMENTS AND OTHER RESPONSIBILITIES	1
ATTENDANCE POLICY AND APPLICABILITY	1
PROXIES.....	1
PART II: QUORUM	2
PART III: THE SPEAKER OF THE LEGISLATURE	2
ELECTION	2
POWERS AND RESPONSIBILITIES	3
PART IV: THE CLERK AND OTHER OFFICERS OF THE LEGISLATURE	3
THE CLERK OF THE LEGISLATURE.....	3
OTHER OFFICERS	4
PART IV: LEGISLATIVE MEETINGS AND ROUNDTABLES	4
REGULAR LEGISLATIVE MEETINGS.....	4
ROUNDTABLES.....	4
SPECIAL LEGISLATIVE MEETINGS.....	4
FLOOR PRIVILEGES.....	4
REMOVAL FROM A MEETING	5
PART V: RULES OF VOTING	5
PART VI: METHODS OF VOTING	5
PART VII: ORDER OF BUSINESS	5
PART VIII: CONSIDERATION OF LEGISLATION	6
SUBMISSION, LABELING, THE THEREFORE CLAUSE, AND RESERVED RIGHTS.....	6
THE THREE READINGS AND REVIEW PRIOR TO VOTING UPON A BILL OR RESOLUTION.....	7
<i>The First Reading</i>	7
<i>Review by Standing Committee</i>	7
<i>The Second Reading (on the Daily Calendar)</i>	7
<i>The Third Reading (on the Daily Calendar)</i>	8
<i>Review by Suspension of these Rules</i>	8
SUBMISSION TO THE PRESIDENT.....	8
RECORDS	8
PART IX: COMMITTEES OF THE LEGISLATURE	9
REGULAR STANDING LEGISLATIVE COMMITTEES	9
AD HOC LEGISLATIVE COMMITTEES	9
COMMITTEE CHAIRPERSONS	9
<i>Responsibilities of the Chairperson and Assistant Chairperson</i>	10
<i>Powers of Each Chairperson</i>	10
PART X: EXPULSIONS, REMOVALS, AND IMPEACHMENTS	10
RESTATEMENT OF POWERS AND METHODS OF REMOVAL.....	10
VALID REASONS FOR REMOVAL OF ANY INDIVIDUAL	11
RE-SEATING OF EXPELLED MEMBERS OF THE LEGISLATURE	11
IMPEACHMENT BY THE GOVERNANCE COMMITTEE.....	11
REMOVAL OF THE SUBJECT OF INQUIRY	13
PART X: SUSPENSION AND AMENDMENT OF THESE RULES AND OTHER RULES	14

THE RULES AND PROCEDURES OF THE STUDENT LEGISLATURE OF THE STUDENT GOVERNMENT ASSOCIATION OF EMORY UNIVERSITY

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ORDER OF PRECEDENCE

- Rule 1.** Procedure of the Student Legislature will be governed by the following sources, in order of precedence:
- 1.1. The Student Constitution of Emory University
 - 1.2. The bylaws of the SGA
 - 1.3. This document
 - 1.4. Others rules of the Legislature (such as legislative committee rules)
 - 1.5. *Robert's Rules of Order Revised 10th Edition*
 - 1.6. Precedents of the Student Legislature
 - 1.7. General parliamentary law

PART I: MEMBERS

Committee Assignments and Other Responsibilities

- Rule 2.** All Members of the Legislature ("Members") shall serve on at least one (1) standing legislative committee, subject to the following guidelines:
- 2.1. Members will be required to submit a written report to the Chairperson for every meeting detailing and updating the committee chair on the initiatives they have been pursuing.
 - 2.2. The Chairperson of the committee shall oversee the committee's attendance.
 - 2.3. Each member is allowed four (4) committee absences per legislative term, for the standing committee that the Member has been assigned to.
 - 2.4. The Committee Chairperson shall refer any Member in violation of the committee's attendance policy to the Governance Committee Chair.

- Rule 3.** All Members shall be in frequent communication with their designated constituents.

Attendance Policy and Applicability

- Rule 4.** All Members of the Legislature shall regularly attend meetings of the Student Legislature, subject to the following guidelines:
- 4.1. Each Representative-At-Large and Permanent Divisional Representative ("Permanent Member") of the Student Legislature is allowed four (4) absences per legislative term.
 - 4.2. Rotating Divisional Representatives ("Rotating Members") are not subject to the attendance policy but are encouraged to attend as many meetings of the Legislature and committees as possible.
 - 4.3. If any legislator is in violation of the regular meeting attendance policy, the Clerk shall notify the Chairperson of the Governance Committee of this charge.

Proxies

- Rule 5.** The Student Legislature and Regular Standing Committees shall allow a proxy to execute all rights of a Member (except to vote in matters of expulsion, removal, impeachment, or overriding a veto of the President) pursuant to the following guidelines:

- 5.1. Proxy eligibility
 - 5.1.1. Proxies must meet all eligibility requirements established in the Student Constitution, SGA Code and Code of Elections of the SGA.
 - 5.1.2. In the case of Divisional Representatives, the proxy must be enrolled in the same division as their primary division of enrollment as the Divisional Representative.
 - 5.1.3. Proxies may not currently serve within the Executive or Judicial branch (See Article III of the Student Constitution).
 - 5.1.4. A Member may not act as a proxy on behalf of another Member.
- 5.2. Designation of a proxy
 - 5.2.1. Only the Member may designate a proxy to serve on his or her behalf.
 - 5.2.2. For legislative meetings, a Member must inform the Speaker of the Legislature of his or her decision to designate a proxy and the name, school of enrollment, and graduation/class year of the individual.
 - 5.2.3. For committee meetings, a legislator may grant the Committee Chairperson the right to designate a proxy on his or her behalf in writing prior to the legislative meeting.
 - 5.2.4. All designated proxies must comply with the eligibility requirements in Rule 5.1.
- 5.3. A Member may designate a proxy for the maximum number of meetings he or she is allowed to miss under Rule 4. However, the use of a proxy shall still count as an absence.

PART II: QUORUM

- Rule 6.** A quorum shall consist of a majority of the Membership of the Legislature (requires at least 20 Members present). Quorum shall be maintained throughout the whole of all legislative meetings. In the absence of quorum, the Legislature has the power only to order a call of the House, to recess, or to adjourn.

PART III: THE SPEAKER OF THE LEGISLATURE

Election

- Rule 7.** After the Chief Justice of the SGA has transitioned the SGA accordingly (see Title VIII of the SGA Code), the Chief Justice shall hold the election of the Speaker of the Legislature at the beginning of each new Legislature, who shall accept nominations from the floor, which must be seconded.
 - 7.1. There is no limit as to how many legislators may be nominated, so long as all of those nominated are eligible to serve for the duration of the legislative term, if elected.
 - 7.2. Eligible nominees shall be allotted no more than five minutes to give a statement.
 - 7.3. Once all nominees have spoken, debate shall be held in accordance with the normal rules guiding parliamentary debate.
 - 7.4. The election shall be conducted by division vote.
 - 7.5. If there is only one nominee for the position, the Chief Justice shall call for votes of no confidence after calling for votes for the candidate.
 - 7.6. The candidate who receives a majority vote shall be elected to the office. Should no candidate obtain a majority, the candidate who received the least number of votes shall be eliminated from the ballot and the Chief Justice shall conduct a runoff election. This process shall be repeated until one candidate receives a

- majority.
- 7.7. If no confidence wins a plurality, the Chief Justice shall reopen the election to nominations from the floor.
- 7.8. The Speaker may only be removed from this position by a majority of the Membership of the Legislature (requires at least 20 votes).

Powers and Responsibilities

- Rule 8.** The powers and responsibilities of the Speaker shall:
- 8.1. Call for and preside over legislative meetings.
 - 8.2. Meet regularly with the President, at a minimum of once per month, to ensure continuity between the overall goals of the organization and legislative initiatives.
 - 8.3. Attend Cabinet meetings and thereby help coordinate the legislature and facilitate communication within the Legislature and the Executive Branch.
 - 8.4. Run trainings for new Members on legislative meeting procedures, writing a bill, and identifying an initiative within the first month of their first legislative meeting of the new fall semester.
 - 8.5. Help coordinate the Legislature and facilitate communication between the Legislature and the Executive Branch.
 - 8.6. Control a Facebook group or technological equivalent, for the purpose of facilitating communications within the Legislature. Such group may include officers or members of the Executive or Judicial Branch.
 - 8.7. Meet regularly with the various standing Committee Chairpersons, the President and other relevant SGA officers.
 - 8.8. Oversee and facilitate the size and composition of each legislative committee and which members will make up each committee.
 - 8.9. Serve and attend all legislative committees as an ex-officio member, as he or she might deem necessary.
 - 8.10. Conduct informative meetings after elections to acclimate new members.
 - 8.11. Has the authority to limit debate and schedule votes, unless decided otherwise by a majority of those Members present. Such decisions shall be made prior to the publication of and produced on the agenda, and shall be labeled as “Order” followed by the respective decision.

PART IV: THE CLERK AND OTHER OFFICERS OF THE LEGISLATURE

The Clerk of the Legislature

- Rule 9.** There is a Clerk of the Legislature. The Secretary of the SGA (“Secretary”) shall serve as the Clerk, unless at the discretion of the Secretary or Speaker of the Legislature, there is another individual, appointed by the Secretary and the Speaker of the Legislature, who must be a student at Emory University who maintains a cumulative grade point average to graduate from their primary school of enrollment. The Clerk shall be subject to removal by the Secretary, Speaker of the Legislature, or the Legislature.
- 9.1. The Clerk shall be responsible for maintaining attendance records and taking minutes in Legislative meetings, including Roundtables, and sending them to all Legislators there after.
 - 9.2. The Clerk must notify the Speaker of the Legislature and the Governance Committee whenever any Legislator is in violation of the attendance policy.
 - 9.3. The Clerk shall make available all minutes and agendas to the general student population on the SGA website.
 - 9.4. The Clerk shall be responsible for the operation of the clicker system if such a

system exists.

- Rule 10.** The Clerk, in consultation with the Secretary and Speaker of the Legislature, may appoint Assistant Clerks.
- 10.1. The Assistant Clerk must operate under the supervision and purview of the Clerk.
- 10.2. The Clerk must supervise these assistants and ensure that they submit the attendance record and minutes from each meeting they attend prior to the next official Legislative meeting.

Other Officers

- Rule 11.** “Officers of the Legislature” shall refer the Speaker, Ranking Member, Clerk, Assistant Clerks, chairpersons and assistant chairpersons of all legislative committees, and the impeachment manager.
- Rule 12.** The responsibilities of all officers are prescribed throughout these Rules and other rules of the Legislature. When possible, the establishment of other officers shall be made within these Rules. See Article IV, Section 3(B) of the Student Constitution.

PART IV: LEGISLATIVE MEETINGS AND ROUNDTABLES

Regular Legislative Meetings

- Rule 13.** Meetings of the Legislature shall be held at least twice a month during the regular school term, or more often at the discretion of the Speaker.

Roundtables

- Rule 14.** A Roundtable shall be defined as a regular perfunctory level meeting.
- Rule 15.** Roundtable meetings shall be held at least twice per Legislature or more often at the discretion of the Speaker.

Special Legislative Meetings

- Rule 16.** The Speaker may call special meetings. Additionally, The Speaker must call a special meeting within two (2) days upon written request of one-half of the membership of the Legislature (requires at least 20 Members). Members must be duly notified in writing at least twenty-four (24) hours in advance of the special meeting. All rules governing regular meetings of the Legislature apply once the meeting is called to order.
- Rule 17.** The President, from time to time, may convene the Legislature or one of its committee (See Article VIII, Section 2, Clause G of the Student Constitution).

Floor Privileges

- Rule 18.** Floor privileges are given to:
- 18.1. Members of the Legislature
- 18.2. The President of the SGA
- 18.3. The Executive Vice President of the SGA
- 18.4. Chief Justice of the SGA
- 18.5. Associate Justices of the Constitutional Council
- 18.6. Members of the Cabinet and all other the Executive Officers
- 18.7. Officers of the Legislature (i.e., the Clerk)
- 18.8. All other Emory University students
- 18.9. President of the University Senate
- 18.10. Emory University alumni
- 18.11. Emory University administrators
- 18.12. Emory University faculty

- 18.13. Emory University staff
- 18.14. Any other persons present, at the discretion of the Speaker.

Removal from a Meeting

- Rule 19.** All meetings of the Legislature are open to the public; however, the Legislature shall conduct its business in an orderly and proper manner. Any individual who is not an officer or member of the SGA may be removed for disorderly or disruptive conduct at the discretion of the Speaker.

PART V: RULES OF VOTING

- Rule 20.** The Speaker may only vote when it will impact the outcome (See Article Iv, Section 2, Clause A of the Student Constitution). Whenever the Speaker is eligible to vote, the Speaker must orally announce either his or her vote, or the Speaker’s intention to abstain from exercising this power.
- Rule 21.** Votes may be changed if the request is made before the results are announced.
- Rule 22.** Except where otherwise noted, the necessary votes required to pass a motion, bill, resolution, or other legislative action will be based on a majority vote of members present so long as the session maintains quorum.
- Rule 23.** The results and tally of all votes must be recorded in the official minutes, with the vote of each individual recorded in the case of roll call votes.

PART VI: METHODS OF VOTING

- Rule 24.** Voting on all main motions must be by roll call, non-secret ballot, or unanimous consent. All main motions must be in the form of a bill or resolution (See Title I, Article 2 and Article 3 of the SGA Code). Amending these Rules shall be made by a main motion.
- Rule 25.** Voting on all other motions may be conducted by the following methods
- 25.1. Voice vote.
 - 25.2. Division vote, if requested by any member, or at the discretion of the Speaker.
 - 25.3. Roll call vote, if requested by one-tenth of the members present, or at the discretion of the Speaker.
- Rule 26.** Voting by secret ballot shall not be allowed under any circumstances, as it would violate Article VII, Section 1 of the Student Constitution.

PART VII: ORDER OF BUSINESS

- Rule 27.** The following order of business must be followed, except by suspension of the these Rules:
- 27.1. Call to Order
 - 27.2. Messages to the House
 - 27.2.1. The President
 - 27.2.2. The Executive Vice President
 - 27.2.3. The Speaker of the Legislature
 - 27.2.4. The Vice President for Programming
 - 27.2.5. The Vice President for Graduate Affairs

- 27.2.6. The Ranking Member
- 27.2.7. Any other individual approved by the Speaker, in order of Precedence, if applicable
- 27.3. Committee Reports (given by the Chairperson, including accounts of the work of his or her committee)
 - 27.3.1. Standing Legislative Committees
 - 27.3.2. Ad Hoc Legislative Committees
 - 27.3.3. Joint Committees
 - 27.3.4. Executive Committees
- 27.4. Legislator's Reports
- 27.5. Call of the House
- 27.6. Approval of the Minutes
- 27.7. First Readings of Bills and Resolutions
- 27.8. Daily Calendar Consideration
- 27.9. Miscellaneous Business
- 27.10. Announcements
- 27.11. Adjournment

PART VIII: CONSIDERATION OF LEGISLATION

Submission, Labeling, the Therefore Clause, and Reserved Rights

- Rule 28.** Any student of Emory University may introduce a bill or resolution, except for resolutions of expulsion, removal or impeachment, as described in Part X of these Rules, which may only be entered into the Legislature by a Member. It must be submitted in writing or electronically to the Speaker of the Legislature, who will assign it a number. Bills and Resolutions shall be labeled continuously starting with [THE STUDENT LEGISLATURE BEGINNING WITH THE 1967-1968 SCHOOL YEAR followed by "sl", which is abbreviated for "Student Legislature" followed by the "item number", starting with "01").
- 28.1. Bills shall be labeled with the following:
 - 28.1.1. Bills requiring a vote before the Student Body before they shall go into effect (after receiving the approval of both the Legislature and the President) with "Referendum".
 - 28.1.2. All other bills shall be labeled with "Bill".
 - 28.2. Resolutions shall be labeled with the following:
 - 28.2.1. Nominations for advice and consent or approval with "Nomination"
 - 28.2.2. Amendment to these Rules or other others of the Student Legislature with "Rule Amendment".
 - 28.2.3. Approval of Rules of Procedures for the Constitutional Council with "CC Approval".
 - 28.2.4. Constitutional Amendments with "Resolution," which shall be relabeled by the Speaker with "Proposition" followed by the number of the Student Legislature beginning with the 1967-1968 followed by "sl" followed by the "proposition number" [e.g. Proposition 45sl01], if passed by the Legislature, before being sent to the Secretary and Board of Elections.
 - 28.2.5. All other resolutions with "Resolution".
- Rule 29.** Prior to appearing on the legislative agenda, the Speaker, in consultation with the bill author(s) shall ensure that all enacting or resolving clause are worded properly. See Title I, Article 2, Section 1 and Title I, Article 3, Section 1 of the SGA Code.
- Rule 30.** Once submitted, all legislation becomes property of the Legislature and shall be approved, rejected, amended or otherwise acted upon in accordance with the

procedures thereof. Bill authors shall retain the right to participate in proceedings as described below.

Rule 31. All amendments to legislation must be approved by the official committee of review or the full Legislature. Any bill author, even if not a voting member may move that his or her bill be amended. Any bill author, even if not a voting member may call for division in regards to any proposed amendment to the legislation.

The Three Readings and Review Prior to Voting Upon a Bill or Resolution

Rule 32. All legislation shall undergo three (3) readings prior to being voted upon by the Legislature.

The First Reading

Rule 33. The first reading of a bill or resolution occurs via one of the following methods:

- 33.1. Normal Track – The bill or resolution is read by the Speaker at the first meeting after it has been submitted. This reading shall be by title only and shall occur during the First Readings portion of the agenda. Legislation submitted in accordance with this procedure must be submitted to the Speaker of the Legislature by 5:00 PM on three afternoons previous to the meeting date. The Speaker of the Legislature at his or her discretion, may make exceptions to this time deadline.
- 33.2. Fast Track – The Speaker of the Legislature has distributed the bill or resolution in its entirety to members of the Legislature and Cabinet via email and LearnLink or technological equivalent, at least seven days prior to the meeting at which the legislation is to be considered and it has been reviewed by the appropriate committee as assigned by the Speaker of the Legislature. Legislation submitted in accordance with this procedure must be submitted to the Speaker of the Legislature no less than seven days before the SGA meeting at which the bill or resolution is to be considered and accompanied by a request by that the Speaker submit the legislation for Fast Track consideration.

Review by Standing Committee

Rule 34. Each bill or resolution shall be reviewed by a standing committee prior to consideration by the Legislature and in accordance with the following guidelines:

- 34.1. The Speaker of the Legislature shall refer each bill or resolution to an appropriate committee either following the first reading process if the bill is submitted according to Normal Track procedures or during the first reading process if submitted according to Fast Track procedures.
- 34.2. The Speaker of the Legislature may assign the bill to multiple committees for consideration; however, he or she shall designate a single standing committee as the official committee of review for each bill.
- 34.3. If the bill or resolution is submitted in accordance with Normal Track procedures, the Speaker of the Legislature must announce the committee or committees to which a bill is assigned at the time of first reading as well as designate the official committee of review.
- 34.4. Any bill or resolution not withdrawn at this point will undergo the normal procedures of bills on the Daily Calendar.

The Second Reading (on the Daily Calendar)

Rule 35. Following the first reading of a bill or resolution, the Speaker shall place the legislation on the Daily Calendar for consideration at the next legislative meeting.

- Rule 36.** Legislation being considered on the floor shall undergo a second reading by the Speaker. This second reading shall include the entirety of the bill or resolution.
- 36.1. If the agenda has been distributed at least two days prior to the meeting, any legislator may move that the Speaker dispense with the second reading as a point of privilege. Such a motion must be seconded.
- 36.2. A motion to dispense with the readings shall require unanimous consent. In the case that any legislator objects to the motion to dispense with the readings, the bill must be read in its entirety.
- 36.3. If the agenda has not been distributed two days prior to the meeting, the Speaker shall rule that the motion to dispense with the readings is out of order.

Rule 37. Following the second reading of a bill or resolution, the bill or resolution author(s) shall speak on behalf of the legislation.

Rule 38. After the bill author has had an opportunity to speak, the normal rules of debate shall be suspended to allow for a question and answer period with the bill author.

Rule 39. After the question and answer period, the chairperson(s) of the official committee of review and any other committee to which the bill was assigned shall give a report including highlights of committee debate and the result of any vote taken.

Rule 40. After debate has concluded, the bill author(s) shall be given a final opportunity to speak.

The Third Reading (on the Daily Calendar)

Rule 41. The third reading of the legislation shall occur immediately preceding the vote. This reading shall be by title only.

Review by Suspension of these Rules

Rule 42. A motion to suspend the Standing Rules to consider legislation not on the calendar, or to submit a bill for first reading is in order under the Daily Calendar or Miscellaneous Business.

Submission to the President

Rule 43. If a bill passes, within one week it shall be printed, signed by the Speaker of the Legislature and forwarded to the President for signature. The President may officially affirm the legislation by signing it, or may veto the legislation by writing the word “veto” in place of a signature and initialing it. If the President declines to take either such action, the legislation shall become official thirteen (13) days after final passage by the Legislature. See Article VIII, Section 2, Clause I of the Student Constitution and Title I, Article 2, Section 2 of the SGA Code. If a bill does not pass, such information will be communicated to the President by the Speaker via a written or electronic form of communication.

Rule 44. From time to time, the Legislature may decide to submit resolutions to seek the President’s approval; such action shall be written into the resolution. See Title I, Article 3, Section 2 of the SGA Code.

Records

Rule 45. All legislation considered during a legislative session shall be compiled in a binder, by the Clerk, labeled for that session and kept along with that session’s agendas and minutes in the SGA office as official record of the proceedings of the Legislature. The Clerk and Secretary of the SGA shall ensure proper archiving of these records. See Title VII of the SGA Code.

PART IX: COMMITTEES OF THE LEGISLATURE

Regular Standing Legislative Committees

- Rule 46.** Rules for each standing committee must be passed by the full Student Legislature in order for that committee to be seated.
- 46.1. Committee rules may be established by a vote of the majority of the membership of the Legislature (requires at least 20 votes) via resolution.
- 46.2. The number of votes necessary to amend a standing committee's bylaws must be detailed within those bylaws.
- Rule 47.** At least five (5) representatives, of whom at least one (1) must be a Representative-at-Large, must serve on each standing committee.
- Rule 48.** Meetings of all standing committees shall be conducted in accordance with established SGA bylaws and these Rules, *Robert's Rules of Order Revised 10th Edition*, and general parliamentary law.
- Rule 49.** Members present at any committee meeting that does not meet the requirements for quorum as set in the committee bylaws may conduct business but not hold an official vote on any legislation. The committee may take an informal vote and communicate the results thereof to the Legislature.
- Rule 50.** Only members of a particular committee may be allowed to vote at meetings of said committee.
- Rule 51.** Committee Chairpersons shall be appointed by the Speaker of the Legislature subject to Legislative approval. Such appointments shall take the form of appointment resolutions and shall be submitted at the first regular meeting of the legislative session immediately following the election of the Speaker of the Legislature. All such committee Chairpersons must be members of the Legislature.
- Rule 52.** The Speaker of the Legislature shall assign membership to each regular standing committee, from amongst the Legislature, with some deference granted to the preferences of the various committee Chairpersons. These assignments shall not require a bill or legislative approval, and may be adjusted when necessary during the course of the legislative term. Committee Chairpersons may designate additional members of their committee from among the student body in accordance with committee bylaws.

Ad Hoc Legislative Committees

- Rule 53.** The creation or dismissal of an ad hoc legislative committee requires a majority vote of Members present on a main motion via resolution. All ad hoc committees are automatically dismissed at the end of each Student Legislature in which they were created, unless decided otherwise by the Legislature by the resolution forming the ad hoc committee or decided later.
- Rule 54.** Ad hoc committees may not act as official committees of review for any legislation.
- Rule 55.** Ad hoc committees need not have written bylaws in order for the committee to be seated.
- Rule 56.** Ad hoc committee meetings shall be conducted in accordance with established SGA guidelines, *Robert's Rules of Order Revised*, and general parliamentary law.
- Rule 57.** At least five (5) Members, appointed by the Speaker, must serve on each ad hoc committee, one (1) of whom shall be a Chair.

Committee Chairpersons

- Rule 58.** Committee Chairpersons shall perform all duties outlined in these Rules and all other

Rules governing each Committee.

Responsibilities of the Chairperson and Assistant Chairperson

Rule 59. The responsibilities of the Chairperson of each committee shall include the following:

- 59.1. Designate one of the members of the committee as the Assistant Chairperson.
The Assistant Chairperson shall:
 - 59.1.1. Preside over the committee when the Chairperson cannot.
 - 59.1.2. Call a meeting, and act as Chairperson, in the event that the Chairperson requests this of the Assistant Chairperson, or the Chairperson is unable to do so for reasons that include unavailability, conflicts of interest of the Chairperson, etc.
- 59.2. Enforce policies for the committee.
- 59.3. Keep the Speaker of the Legislature informed of pertinent discussions in committee meetings.
- 59.4. Meet in a timely manner to consider all legislation forwarded by the Speaker of the Legislature.
- 59.5. Notify bill or resolution sponsors and all other immediately relevant individuals of the date, time, and place of the committee meeting at which the bill will be considered. It is the right of any student to comment to the assigned committee about the advisability of any legislation.
- 59.6. Meet regularly with other Committee Chairs, the Speaker of the Legislature, and the Ranking Member.
- 59.7. Submit oral reports to the Legislature on bills or resolutions considered by the committee. This shall be done when the specific bill or resolution is on the floor of the Student Legislature.
- 59.8. Write a report at the end of his or her term covering the committee’s activities throughout the session, committee operational techniques, and suggestions for the future.

Powers of Each Chairperson

Rule 60. The powers of the Chairperson of each legislative committee shall include the following:

- 60.1. Remove Members of one’s own legislative committee. If a Member is removed from a committee, he or she may appeal the decision to the Student Legislature in a manner consistent with those guidelines previously listed.
- 60.2. Hold regular meetings of the committee.
- 60.3. Call special meetings with two-day notice.
- 60.4. Establish and abolish subcommittees when necessary.
- 60.5. Appoint and remove members of subcommittees, including the Chairperson of the subcommittee. The committee Chairperson has sole discretion to make such appointments.
- 60.6. Vote only when his or her vote shall impact the outcome of the committee’s recommendation on a bill or resolution.

PART X: EXPULSIONS, REMOVALS, AND IMPEACHMENTS

Restatement of Powers and Methods of Removal

Rule 61. Pursuant to Article IV, Section 3, Clause F and Clause G of the Student Constitution, the Student Legislature has the sole power to expel its own Members, remove its own officers, impeach and try any member or officer within the SGA; and may remove officers or members from its Establishments, such as Divisional Councils (all such

powers are referred hereunto as “the power to remove”). Rules within this Part or any other Part impacting the procedures outline in this Part should not be suspended by the Legislature, except for when Justice shall require it, and shall give fair hearings, rights of due process, and honor these procedures. (See Title IV, Article 2(C) and Title X, Article 2(D) of the SGA Code).

- 61.1. Representatives-at-Large, Justices of the Constitutional Council, the President and other individuals within the Executive Branch may only be removed from office subject to the procedures outlined herein.
- 61.2. Divisional Representatives may be removed from office subject to the procedures outlined herein, but are additionally subject to recall by their constituent Divisional Council.
- 61.3. The Legislature will only honor votes to remove Divisional Representatives, when it shall occur upon the request of the appropriate Divisional President, and only if the Governance Committee of the SGA either declines to proceed to a Removal Hearing or to remove said Representative at an Removal Hearing. Each Divisional Council should designate procedures for such an action in its own rules, but the burden for such a vote shall be no less than a two-thirds of the Membership of the legislative authority of the Divisional Council. If there shall be any question of procedure, then it shall be settled by the Governance Committee operating with at least three-fourths (¾) of its assigned Members.
- 61.4. The Governance Committee may expel any Divisional Representative solely based on violation of the attendance policy. The expulsion shall be effective after the conclusion of the next meeting of the Student Legislature, where the Member who has been expelled by the Governance Committee can appeal to the Student Legislature. The appeal shall be considered effective if a two-thirds of the Members present or at least twenty-one (21) Members vote, whichever is lesser, to annul the Governance Committee’s decision. The Member may be expelled then only under the following formal proceedings.
- 61.5. The Student Legislature has the power to remove any other individual subject to the procedures outlined herein.

Valid Reasons for Removal of Any Individual

Rule 62. Valid reasons for removing any individual mentioned in Rule 61 shall include gross violations of the Student Constitution or bylaws of the SGA, failure to perform the duty of one’s office, study abroad, violation of the applicable school’s Honor or Conduct Codes, gross unethical behavior, abuse of power, or other exceptional misconduct as determined by the Governance Committee or the Constitutional Council.

Re-Seating of Expelled Members of the Legislature

Rule 63. The Student Legislature will not seat any Member of the Legislature who shall been removed by expulsion and shall be re-elected to the Legislature for at least one (1) calendar year. If such a situation shall arise, the Speaker shall inform the President, Attorney General, and the Divisional Council of the improper seating. The seat shall be considered vacant until filled properly as prescribed in the Title II, Article 2 of SGA Code.

Impeachment by the Governance Committee

Rule 64. No individual shall be removed from office by the Student Legislature unless duly impeached by the Governance Committee.

- 64.1. Any student of Emory University may request that the Governance Committee hold a Hearing of Inquiry into the conduct of aforementioned individual mentioned

- in Rule 61. This request shall be submitted in writing to the Chairperson of said committee. The student making the request shall be referred to as the Accusing Party. Any individual mentioned in Rule 61 under inquiry shall be referred to as the Subject of Inquiry.
- 64.2. This Hearing of Inquiry shall be held at the next regularly scheduled meeting of the Governance Committee, but shall occur no later than two weeks after the request for a Hearing of Inquiry was made, not including school holidays. Members of the Committee, the Accusing Party, the Subject of Inquiry, the President, the Attorney General and other relevant persons shall be notified a reasonable time before the hearing.
- 64.3. At the Hearing of Inquiry, the Accusing Party shall briefly outline the reasons the request was made including any specific rules allegedly violated. The Subject of Inquiry may make a brief rebuttal.
- 64.4. The Committee shall then vote as to whether to proceed to an Impeachment Hearing. Each member shall vote either to proceed or to decline to proceed, based on whether the member believes an impeachable offense may have been committed by the Subject of Inquiry, or to abstain from the vote entirely. A majority vote to proceed is required to call an Impeachment Hearing.
- 64.5. If the vote to proceed is carried, the Chairperson of the committee shall schedule an Impeachment Hearing. This Hearing shall take place at the next regularly scheduled meeting of the Governance Committee, no more than two weeks after the Hearing of Inquiry. Members of the Committee, the Accusing Party, the Subject of Inquiry, the Attorney General and all other relevant persons shall be notified in writing and requested to attend.
- 64.6. At the Impeachment Hearing, a full transcript shall be made for the record and as a resource for the Legislature. The Accusing Party shall make a formal presentation as to the facts of the Inquiry, listing in writing each individual alleged offense. The Subject of Inquiry shall then make a formal rebuttal. The Attorney General shall be available to both sides both before and during the Hearing as a technical resource and shall remain neutral at all times. Both the Accusing Party and the Subject of Inquiry shall answer questions at the request of any member of the committee. Either party may place papers before the Committee in support of his or her position. At the request of the Accusing Party, the Subject of Inquiry, or any member of the committee, the committee shall hear statements from any persons with relevant knowledge of the matter. The Governance Committee shall have the power to call before it any student of Emory University via written request to appear and give such statements and persons giving such statements shall be subject to questioning by either side in the matter or any member of the committee.
- 64.7. After each side has made its presentation and any statements by other parties have been heard the committee shall proceed to debate. The Chairperson shall clear the room of the Accusing Party, the Subject of Inquiry and any other persons who are not voting members of the committee. Debate shall not be recorded and shall proceed until a motion to call the question is carried. At such time, the Chairperson shall hold a roll call vote, with each member of the committee voting to impeach or decline to impeach on each individual alleged offense, based on whether the member believes an impeachable offense has been committed in that instance, or to abstain from the vote entirely. A majority vote to impeach on any individual alleged offense is sufficient in order to impeach the Subject of Inquiry. For each offense on which the Subject of Inquiry has been impeached, the committee shall draw up an Article of Impeachment acceptable

to a majority of those present. The Governance Committee shall be the sole bill author of any such Article(s).

- 64.8. The Chairperson of the Governance Committee shall then formally present the Article(s) of Impeachment to the Accusing Party and the Subject of Inquiry, who shall hereafter be referred to as the Impeached Individual. The Chairperson shall forward the Article(s) of Impeachment to the Speaker of the Legislature, who shall forward as bills the Article(s) to the Legislature as if they were undergoing Fast Track procedure submission and shall notify all Members and President, the Executive Vice President, and the Members of the President's Cabinet of the date on which the Legislature is to take action on the matter. Along with the committee's Impeachment Hearing, this shall qualify as the first reading of the Article(s). This shall constitute the due impeachment of the member in question.
- 64.9. At no time during the process constituted by the Hearing of Inquiry or the Impeachment Hearing shall the failure of the Accusing Party or the Subject of Inquiry to attend a hearing constitute grounds to delay the proceedings, unless the party can show reasonable cause via written notification to the Chairperson prior to the start of the hearing. Otherwise, the committee shall proceed on the information presented with the party in absentia.

Removal of the Subject of Inquiry

- Rule 65.** Any Article of Impeachment approved by the Governance Committee shall be heard as the first order of business on the Daily Calendar at the next regularly scheduled Legislative meeting that is held no less than one week but no more than three weeks after the Impeachment Hearing, not including school holidays. If the next meeting is scheduled for a date less than one full week after said hearing, the Article(s) shall automatically be tabled until the next regularly scheduled meeting and shall be heard as the first order of business on the Daily Calendar at that meeting.
- Rule 66.** The Speaker of the Legislature shall act as the Presiding Officer during the consideration of the Article(s) of impeachment, unless the Impeached Individual is the Speaker of the Legislature, in which case the Ranking Member shall preside, unless he or she is a member of the Governance Committee, in which case the Clerk of the Legislature shall call for the election of a temporary Speaker of the Legislature who is not a member of the Governance Committee.
- Rule 67.** Each Member shall be administered an oath or affirmation of impartiality.
- Rule 68.** Each Article of Impeachment shall be considered separately. The Presiding Officer shall read the entirety of the Article in question. In lieu of a bill author, the Chairperson of the Governance Committee or a member of the committee selected by the Chairperson shall act as Impeachment Manager and shall present the justification for the Committee's vote(s) to impeach. The Impeached Individual may then offer a rebuttal presentation.
- 68.1. Following these presentations, the Chairperson of the Governance Committee shall enter into the record a full written transcript of the proceedings of the Impeachment Hearing excepting debate but including the full results of the roll call votes on each alleged offence. At any time, the Impeachment Manager, the Impeached Individual, or any Member may request as a point of personal privilege that the Chair read aloud any or all portions of this transcript. Either the Impeachment Manager or the Impeached Individual may place papers before the Legislature in support of his or her position. After the transcript and any other supporting documents have been entered into record, the Chair shall open the floor to questions from any member of the Legislature for either the Impeachment Manager or the Impeached Individual. Members may also ask questions of any

other person who gave statements at the Impeachment Hearing, including the Accusing Party. The Chair shall then move the proceedings into debate, which shall continue according to the normal rules thereof.

- 68.2. At the end of debate or the carrying of a motion to call the question, first the Impeached Individual, then the Impeachment Manager shall give closing statements.
- 68.3. The Presiding Officer shall then proceed to a roll call vote. Each Member shall vote "AYE" to remove or "NO" to decline to remove based on whether the Member finds that a removable offense did occur, or abstain from the vote entirely. An affirmative two thirds ($\frac{2}{3}$) vote of the Membership of the Legislature, when the President, Members of the Cabinet, or Justices of the Constitutional Councils shall result in the immediate removal from office of the Impeached Individual. An affirmative two thirds ($\frac{2}{3}$) vote of the those Members present, when the Executive Vice President, Members of the Legislature, Divisional Representatives, officers of the Legislature, and any other individual mentioned in Rule 61 result in the immediate removal from office of the Impeached Individual.

PART X: SUSPENSION AND AMENDMENT OF THESE RULES AND OTHER RULES

- Rule 69.** These Rules or any other rule of the Legislature (such as rules of legislative committees) shall only be suspended by a majority vote of the total Membership of the Legislature (requires at least 20 votes). Suspension of these Rules never implies suspension of any bylaws, which can only be suspended/amendment via bill and approved by the President, subject to override by Student the Legislature if vetoed.
- Rule 70.** Amendments to these Rules or any other rule of the Legislature shall only be made via a resolution, approved by a majority vote of the total Membership of the Legislature (requires at least 20 votes). These Rules or any other rule that governs the internal business of the Legislature are not subject to approval by the President, pursuant to Article IV, Section 3(A) of the Student Constitution.
- Rule 71.** The Rules and other rules of the Legislature shall continue from one Legislature to the next Legislature unless they are changed as provided in these rules.
- Rule 72.** A quorum (as defined in Rule 6) is necessary to either suspend or amend this Rules. This Part, which addresses amendments to and the status of the Rules, should not be suspended without an explicit motion.

REVISION HISTORY, STARTING FROM 2014:

- 1. Resolution 47sl38, "Omnibus Rules Revision and Reformatting"
 - a. Approved by Student Legislature on February 10, 2014 by 25-0-0 vote
 - b. Certified by the Speaker of the Legislature, after receipt from the Clerk, on February 15, 2014
 - c. Sent to the President and Secretary of the SGA on February 16, 2014 for formal notice