

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION



UNDERGRADUATE STUDENT CONGRESS
Session XCV

General Body Meeting
7:00 pm, Tuesday, February 9th, 2016
Devon Hall 120

Session XCV

- Roll Call -
- Flag Salute
- Approval of Minutes
- Chair's Report-
- Vice Chair's Report-
- Secretary's Report-
- Committee Reports-
 - Academic Affairs
 - Congressional Administration
 - External Affairs
 - Human Diversity
 - Problems and Projects
 - Public Relations
 - Ways and Means

Liaison Reports

Special Orders

Student Concerns

Old Business

Items to Be Considered

950104 An Act Changing the Office Space Application Date (Sample) (Rec of do pass)

950106 An Act Amending the Bylaws (Rains) (Rec of do pass)

New Business

Follow-Up Reports

Items for Future Agenda

Announcements and Comments

Final Roll Call

Chair: Emily Sample

Vice-Chair: Chelsea Brown

Secretary: Kaylee Rains

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION

UNDERGRADUATE STUDENT CONGRESS
CONGRESSIONAL SESSION XCV

February 9, 2015

GRADUATE STUDENT SENATE
SENATE SESSION GS-16

February 14, 2015

CONGRESSIONAL BILL NO. 950105
SENATE BILL NO. GS16-XX

AS INTRODUCED

A Congressional Act amending the SGA Code Annotated,
providing for a short title, providing for codification, and
providing an effective date.

BE IT ENACTED BY THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT
ASSOCIATION:

- Section 1:** This act shall be known and may be cited as “Office Space Application Adjustment Act.”
- Section 2:** The purpose of this act shall be to remove all sections within the SGA Code Annotated requiring Student Organizations to complete online training prior to submission of a budget.
- Section 3:** AMENDATORY: For the purpose of this Act, deletions shall be indicated with a ~~strike through~~ and additions indicated with an underline.
- Section 4:** Title X Chapter 3 shall be amended as follows:

Title X – Student Organizations

Chapter 3 – Conoco Space Allocation

1. Applications

Application for space shall be made available and accepted by the SGA Department of Student Organizations, and shall be due during the academic week before Spring Break. ~~have the same deadline for submission as the Primary Budgetary Application.~~¹

2. Eligibility

Only those organizations on the Norman Campus that will have been registered with the Center for Student life for no less than one calendar year at the time of the Fall General Elections shall be eligible to apply for and receive office, cubicle, or storage space.²

3. Conoco Space Allocation Committee

¹ The Use the Conoco Center Act 2004, CBN 720336, SBN GF04-12, § 4; Stidham Efficient Space Allocations Act of 2010, CBN 830305, SBN GS10-10, § 2.

² The Conoco Student Leadership Center Space Allocation Procedure Act, CBN 680307, SBN GF02-12, § 4.

The Conoco Space Allocation Committee, consisting of the SGA Vice President, Chair of Undergraduate Student Congress, Chair of Graduate Student Senate, and Campus Activities Council Chair shall consider all valid applications received and present recommendations to the SGA President.³

4. Procedure for Assignment of Space

The SGA President shall submit legislation to the legislative branch prior to the Fall General Elections. The space allocations shall be established through an advice and consent act of the SGA, as specified in the SGA Constitution.⁴

5. Term of Occupancy

The term of occupancy in the Conoco Student Leadership Center shall begin one week after the last day of classes in the spring semester, and shall end one week before the last day of classes in the spring semester of the following year.⁵

6. Failure to Renew Registration

Organizations failing to renew their registration with the Center for Student Life are considered inactive, and inactive student organizations are not entitled to office space in the Conoco Center. Any inactive student organization occupying office space in the Conoco Center shall promptly vacate so that the space may be reassigned to a registered student organization in accordance with the University policy and SGA Legislation.⁶

7. Use of Space

a. Monitoring

The usage of allocated office space shall be monitored. A report shall be presented to the SGA President every month of the academic year evaluating the usage of allocated office space by student organizations. Said reports may be amended by and shall be signed and published by the SGA President. Unless otherwise defined by the legislative branch, the SGA President shall set evaluative criteria and define what constitutes unsatisfactory use. Any such criteria and definitions shall be published. Unsatisfactory use shall include but not be limited to storage only, personal or academic uses, and any use in violation of University policy or higher law. Student organizations shall consent in writing to monitoring prior to occupation of allocated space.⁷

b. Notification

Any student organization reported to be making unsatisfactory use of its allocated office space shall be notified within 5 business days. Such a student organization shall be in bad standing for the purposes of the SGA budgetary process and shall continue in bad standing until said student organization is no longer reported to be making unsatisfactory use of its

³ *The Conoco Student Leadership Center Space Allocation Procedure Act, CBN 680307, SBN GF02-12, § 6.*

⁴ *The Conoco Student Leadership Center Space Allocation Procedure Act, CBN 680307, SBN GF02-12, § 7, 8.*

⁵ *The Conoco Student Leadership Center Space Allocation Procedure Act, CBN 680307, SBN GF02-12, § 9; Stidham Efficient Space Allocations Act of 2010, CBN 830305, SBN GS10-10, § 3.*

⁶ *General Counsel Opinion, OP-2002-003; Code Annotated Update Act, CBN 880313, SBN GF12-06, § 3.*

⁷ *The Realizing the Potential Act, CBN 700907, SBN GF03-16, § 4; Code Annotated Update Act, CBN 880313, SBN GF12-06, § 3.*

allocated office space. Any student organization reported to be making unsatisfactory use of its allocated office space in two consecutive reports shall receive a second notification.⁸

c. Vacation

At any point prior to a third consecutive report of unsatisfactory use, a student organization may voluntarily vacate its allocated office space. Upon notification of the SGA President of a decision to voluntarily vacate said student organization shall no longer be in bad standing due to unsatisfactory use of office space.⁹

d. Eviction

A third consecutive report or a fifth report within one semester of unsatisfactory use shall cause the office space allocated to an organization to be vacated by the order of the SGA President. Said organization shall not be eligible for the allocation by SGA of office space for the remainder of the academic year, but said executive eviction shall be considered by the SGA Budgetary Committee in any subsequent secondary or emergency allocations occurring in said academic year.¹⁰

e. Filling Vacancies

Vacant offices shall be filled according to an order established at the time of allocation. Any such office spaces so filled shall again become vacant at the time when the allocation to the previously occupying student organization would have otherwise expired.¹¹

f. Appeal

All executive decisions are subject to appeal to the SGA Superior Court.¹²

g. Enforcement

The SGA President shall be responsible for the enactment of the provisions of Sec. 7 and may appoint whatever agents he or she deems necessary for this purpose with the advice and consent of the legislative branch.¹³

Section 5: This act shall become effective when passed in accordance with the SGA Constitution.

Author: Daniel Pae, Student Body President
Emily Sample, Chair of the Undergraduate Student Congress
Carrie Pavlowsky, Chair of the Graduate Student Senate

Submitted on a Motion by:
Action taken by Congress:
Verified by Chair of Congress: _____ Date: _____
Submitted on a Motion by:
Action taken by Senate:
Verified by Chair of Senate: _____ Date: _____
Approved by SGA President: _____ Date: _____

⁸ The Realizing the Potential Act, CBN 700907, SBN GF03-16, §§ 5-6.

⁹ The Realizing the Potential Act, CBN 700907, SBN GF03-16, § 7.

¹⁰ The Realizing the Potential Act, CBN 700907, SBN GF03-16, § 8.

¹¹ The Realizing the Potential Act, CBN 700907, SBN GF03-16, § 9.

¹² The Realizing the Potential Act, CBN 700907, SBN GF03-16, § 10.

¹³ The Realizing the Potential Act, CBN 700907, SBN GF03-16, § 3.

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION

UNDERGRADUATE STUDENT CONGRESS

CONGRESSIONAL SESSION XCV

9th February, 2016

CONGRESSIONAL BILL NO. 950106

AS INTRODUCED

A congressional act amending the Student Congress
Bylaws, providing for a short title, providing for
codification, and providing an effective date.

BE IT ENACTED BY THE UNIVERSITY OF OKLAHOMA STUDENT ASSOCIATION:

Section 1: This act shall be known and may be cited as the “An Act Amending the Bylaws”

Section 2: For the purpose of this Act, deletions shall be indicated with a ~~strike through~~ and additions indicated with an underline.

Section 3: Sections 4.1 of the Bylaws shall be amended to read as follows:

Section 4.1: STUDENT CONGRESS OFFICERS

1) RESPONSIBILITIES OF OFFICERS

a) STUDENT CONGRESS CHAIR

i) The Chair is the highest ranking officer of Student Congress. The Chair shall strive to facilitate the execution of Student Congress’ mission.

ii) The Chair shall preside over general meetings and Executive Committee meetings.

iii) The Chair shall not vote, except as necessary to break a tie.

iv) The Chair shall interview Committee Chair candidates. Committee Chairs shall be appointed by a majority vote of the Student Congress Chair, Vice-Chair, and Secretary, with the advice and consent of Student Congress.

v) The Chair shall appoint voting members of committees with the advice and consent of Student Congress.

vi) The Chair shall be an ex-officio voting member of all committees solely if the Vice Chair is unavailable.

vii) The Chair shall appoint other positions with the advice and consent of Student Congress as directed by these Bylaws.

viii) The Chair shall report to Student Congress all pertinent communication addressed to Student Congress.

- ix) The Chair shall guide members in the preparation and research of legislation.
- x) The Chair shall make the initial referral to committee of legislation and shall file and catalog legislation as specified elsewhere in these Bylaws.
- xi) The Chair shall ensure that accurate copies of these Bylaws and all Standing Rules are available.
- xii) The Chair shall register meetings with the Cleveland County Clerk pursuant to the Oklahoma Open Meeting Act.
- xiii) The Chair shall strive to ensure each election for a representative seat has more candidates than vacancies.
- xiv) The Chair shall be required to complete no less than 10 hours of “office hours” per week in accordance with the monthly stipend awarded to the position. Should the stipend change, this section shall be amended to reflect the new stipend.

b) STUDENT CONGRESS VICE-CHAIR

- i) The Vice-Chair is the second-highest ranking officer of Student Congress. The Vice-Chair shall strive to facilitate the execution of Student Congress’ mission.
 - ii) The Vice-Chair shall preside over general meetings and Executive Committee meetings in the absence of the Student Congress Chair and shall preside over the Committee of the Whole.
 - iii) The Vice-Chair shall organize and direct the orientation, as specified elsewhere in these Bylaws.
 - iv) The Vice Chair shall serve as the Associate Coordinator, and shall work towards the successful integration of newly-appointed associates into Student Congress.
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- v) The Vice-Chair shall be a voting ex-officio member of all committees. The Vice-Chair shall oversee the performance and guidance of committees. The Vice-Chair shall report on committees as necessary to the Student Congress Chair.
 - vi) The Vice-Chair shall be present at as many committee meetings as possible for no less than two hours on Sundays and shall assist in the collection of attendance records for purpose of recording committee attendance on the master attendance sheet.
 - vii) The Vice-Chair shall monitor and serve as administrator for the legislative forum by ensuring the civility of all member discourse, removing anonymous posts, addressing members whose posts may not be reflective of the purpose, mission, and governing documents of the Undergraduate Student Congress and the Student Government Association.
 - viii) The Vice-Chair shall be responsible for updating and maintaining an updated version of the Student Congress Bylaws, as well as forwarding updated versions to the Student Congress Secretary to be posted on the Congress website.
 - ix) The Vice-Chair shall be required to complete no less than 8 hours of “office hours” per week in accordance with the monthly stipend awarded to the position. Should the stipend change, this section shall be amended to reflect the new stipend.

c) STUDENT CONGRESS SECRETARY

- i) The Secretary is the third-highest ranking officer of Student Congress. The Secretary shall strive to facilitate the execution of Student Congress' mission.
- ii) The Secretary shall preside over general meetings and Executive Committee meetings in the absence of the Student Congress Chair and Student Congress Vice-Chair.
- iii) The Secretary shall be an ex-officio voting member of all committees solely if the Vice Chair is unavailable.
- iv) The Secretary shall be responsible for all records of Student Congress not otherwise specified in these Bylaws.
- v) The Secretary shall be responsible for conspicuously posting, in the SGA offices as well as on the SGA Congress website, a printed agenda for each general meeting and each meeting of the Executive Committee.
- vi) The Secretary shall take minutes at general meetings and be responsible for recording, via electronic media, the audio of all general Congress meetings, excluding executive session.
- vii) The Secretary shall be responsible for recording and reading all submitted amendments to legislation pending before Student Congress.
- viii) The Secretary shall be responsible for roll calls of Student Congress and for taking roll call votes.
- ix) The Secretary shall be a voting member of the Congressional Administration standing committee.
- x) The Secretary shall keep a record of the terms of districts and offices held by all members.
- xi) The Secretary shall keep a record of all attendance, including general meetings and constituent service. The Secretary shall weekly post this record conspicuously in the SGA offices as well as on the SGA Congress website.
- xii) The Secretary shall keep a record of all votes cast in general meetings by all representatives. The Secretary shall weekly post conspicuously in the SGA offices as well as on the SGA Congress website a record of all votes cast in general meetings on legislation, amendments to legislation, or elections and on any other questions deemed appropriate by the Secretary or higher-ranking officer of Student Congress.
- xiii) The Secretary shall be ultimately responsible for maintaining and updating all records and documents which are required to be posted on the website of Student Congress.
- xiv) The Student Congress Secretary may choose to either post all documents which are required to be posted on the SGA Student Congress website, or forward all said documents to the Student Congress Webmaster, which will in turn, post all said documents on the SGA Student Congress website.
- xv) The Secretary shall have the sole right to author any acts of procedure expelling a member for excessive absences. The Secretary shall do so in a timely manner upon the accrual of excessive absences by a member, as specified elsewhere in these Bylaws.

xvi) The Secretary shall be required to complete no less than 8 hours of “office hours” per week in accordance with the monthly stipend awarded to the position. Should the stipend change, this section shall be amended to reflect the new stipend.

Section 4: This act shall become effective when passed in accordance with the SGA Constitution.

Author(s): Kaylee Rains, Secretary of the Undergraduate Student Congress, Social Sciences District Representative

Co-Author(s):

Submitted on a Motion by:

Action taken by Congress:

Verified by Chair of Congress: _____ Date: _____