

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION



UNDERGRADUATE STUDENT CONGRESS

Session CXIII

General Body Meeting

7:00 pm, Tuesday, March 4, 2025

Dale 103

Call to Order

Opening Roll Call

SGA Mission Statement: The mission of the University of Oklahoma Student Government Association is to support the University's advancement by prioritizing student voices at every degree level; to advocate for the holistic development of each student; and to promote civic engagement and community involvement across campus.

Mission Statement: The mission of the University of Oklahoma Student Government Association Undergraduate Student Congress is to represent the interests of undergraduate students in their pursuit of academic and individual achievement. The Undergraduate Student Congress is committed to building a strong campus community, promoting civic engagement, and enhancing the quality of the undergraduate experience at the University of Oklahoma.

Moment of Silence: 20 Second Moment of Silence to allow an opportunity for reflection.

Approval of Minutes | February 25, 2025

Officer Reports -

- **Chair's Report:**
- **Vice Chair's Report**
- **Secretary's Report:**

Committee Reports-

- **Campus Outreach, Safety, and Concerns:**
- **Congressional Administration:**
- **External Affairs:**
- **Human Diversity:**
- **Sustainability:**
- **University Policy:**
- **Ways and Means:**

Liaison Reports

Special Orders

- Jeb Sheriff with IT Updates
- New Member/ Congress Member of the Month
- Bill Basics
- Happy Birthday Chloe!

Student Concerns

Items to Be Considered

- CB-113-16 “Officer Transition Improvement Act.” (Iglehart) (Rec of Due-Pass)
- CB-113-17 “OU Student Employee and Student Wages Survey Act of 2025.” (Hawley) (Rec of Due-Pass)
- CB-113-18 “Legislation Revision Act” (Granato) (Rec of Due-Pass)
- CB-113-19 “The Representative Appointment Clarification Act.” (Martin) (Rec of Due-Pass)

Follow-Up Reports**Announcements and Comments****Final Roll Call****Adjourn**

Chair: Hope Rhoads

Vice Chair: Aaron Gilson-Bond

Secretary: Chloe Harris

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION
UNDERGRADUATE STUDENT CONGRESS
CONGRESSIONAL SESSION CXIII
March 4, 2025

CONGRESSIONAL BILL CB-113-16

AS INTRODUCED

A Congressional Act of Procedure to update section
4.4 of the existing bylaws; providing short title; and
providing an effective date.

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

Section 1: Title: This act shall be known and may be cited as the “Officer Transition Improvement Act.”

Section 2: Purpose: The purpose of this act shall be to amend section 4.4 of the Undergraduate Student Congress Bylaws to improve the transition between officers of the Congress.

Section 3: AMENDATORY: The Undergraduate Student Congress Bylaws Section 4.4 are amended as follows. New Additions shall be denoted by an underline, and deletions shall be denoted by a ~~striketrough~~.

SECTION 4.4: OFFICER ELECTIONS

1. The Congress Chair, Vice Chair, and Secretary shall be elected in a two-week procedure. At each general meeting, election activities shall occur from the highest to the lowest ranking office to be filled.
 - a. REGULAR ELECTIONS. Regular elections of officers of Student Congress shall be held each odd-numbered legislative session. Officers elected in regular elections, the process beginning with the second-to-last regular general meeting of the legislative session, shall serve a term of one (1) year, except in cases of legal removal from office or resignation.
 - b. VACANCIES. Vacancies in previously filled officer positions shall be filled by this same two-week procedure. Nomination shall be held during special orders during the most immediate regular general meeting. Speaking, questioning, and balloting shall occur during the immediately following regular general meeting. An officer elected to a vacant position shall serve only until the completion of the term to which his or her predecessor was elected in the immediately prior regular elections.
 - i. The duties of any vacant office shall be performed by the next-highest ranking officer in addition to said officer’s regular duties. This procedure shall only apply to vacancies in the top three officer positions: Chair, Vice Chair, and Secretary. No

officer shall serve as a substitute in this context for more than one office in addition to his or her regular duties at any one time.

- ii. Should there be a vacancy below the top three officer positions, the Vice Chair shall assume the vacancy until a new officer may be appointed and approved by the body.
 - iii. The line of succession of Congressional officers shall be as follows:
 - (1) Chair of Congress
 - (2) Vice Chair of Congress
 - (3) Secretary of Congress
 - (4) Congressional Administration Committee Chair
 - (5) Ways and Means Committee Chair
 - (6) The remaining Executive Committee members by seniority
 - A. In the event no committee officers have been appointed or the regular system of ranking is otherwise insufficient to fill vacancies, rank shall be determined by seniority of representative. Wherein this ranking is insufficient, the presiding officer shall determine a fair method of random adjudication. This ad hoc ranking shall only be employed for the purpose of substitute performance of the duties of vacant offices.
- c. NOMINATION. Officer nominations shall be held in Special Orders during the first regular general meeting of each even-numbered session.
- i. A motion approved by a majority of present Representatives or Associates or shall open officer nominations.
 - ii. The presiding officer shall only accept nominations made by representatives.
 - iii. A nominator must be present at the Congress Meeting at the time when nominations occur. Nominations may not be made on behalf of another person.
 - iv. A motion approved by a majority of present and voting representatives shall close officer nominations.
 - v. Nominators need specify an officer position at this time.
- d. SPEAKING AND QUESTIONS. Speeches and questions to candidates shall be held in Special Orders during the second regular general meeting of each even-numbered session.
- i. Immediately prior to the determination of the speaking order of nominators of candidates for a specific office, the presiding officer shall ask said nominators which of the candidates nominated at the previous regular general meeting shall be candidates for said office.
 - ii. Each nominator shall be allowed to speak for two (2) minutes, with the order being determined randomly among the candidates for each office. Should a nominator be unable to attend the General Meeting where officer elections occur, the nominator speech shall not be delivered by another and shall be forfeit.
 - iii. Each candidate shall be allowed to speak for five (5) minutes immediately following the speech of their nominator.
 - iv. After all candidates have spoken, questions may be directed to all candidates for ten (10) minutes. Candidates shall be limited to two (2) minutes per answer.
 - (1) Time for questions can only be extended twice and after they have been extended twice, they can only be extended to the end of the list, unless there is a suspension of the rules.
 - v. Follow-up questions shall not be granted.
- e. ROLL CALL VOTE. When the time for questions has expired the Student Congress Secretary shall hold a roll call vote. A candidate must receive a majority vote of representatives present and voting to be elected.
- f. RUN-OFF VOTE. In the case of no candidate receiving a majority vote, a run-off roll call vote between the two candidates receiving the greatest numbers of votes shall immediately

commence, the candidate receiving the majority vote of those representatives present and voting being elected.

- g. TRANSITION. Upon the successful election of each Congress officer, the outgoing officer in question shall remain in the body as an Associate.
- h. RESTRICTION. No person shall simultaneously run for more than one office.
- i. RESTRICTION. No person shall nominate a candidate to an office for which they are also running, due to conflict of interest.
- j. CAMPAIGN RESTRICTIONS. Campaigning for the offices of Chair, Vice Chair, and Secretary shall comply with the OU SGA Code Annotated, Title VI, where applicable.
 - i. The SGA Election Commissioner shall be able to determine the applicability of the Code Annotated to Congress officer elections.
 - ii. Candidates for officer positions shall have campaign spending limits of \$100 for each candidate.
 - iii. All candidates for all officer positions are required to file a campaign expense report to the SGA Election Commissioner.
 - iv. Candidates shall not send unsolicited electronic messages.
 - v. Candidates shall not utilize property of the OU SGA for the purpose of campaigning.
 - vi. All disputes or conflicts arising from these regulations may be appealed to the SGA Election Commissioner exclusively and heard at their discretion. Outgoing officers are charged to regulate Congress elections in an unbiased manner.
- k. ELECTION ABSENCES. Should a candidate be unable to attend either the nomination meeting or the election meeting for a reason other than a conflict with a campus organization or activity, the following rules shall apply:
 - i. Should a candidate be absent at the time of nominations, the Chair of Congress will notify the nominee of the position they were nominated for as well as the name of their nominator. The nominee must submit in writing to the Chair whether they accept or reject the nomination to be a candidate within 24 hours of the General Meeting when nomination occurred.
 - ii. Should a candidate have an immovable conflict with the election meeting, the Chair of Congress shall decide which of the following three categories the conflict falls into.
 - (1) SCHOOL CONFLICT. A conflict relating to an academic obligation that cannot be rescheduled, is an event, and is academically required at the University of Oklahoma in which a candidate is currently enrolled in shall be automatically approved by the Chair, on the condition that the candidate provide the Chair with either a course schedule or proof that the event is required. Candidates who have a scheduled conflict relating to said academic obligation shall be allowed to give their nomination speech, election speech, and be questioned by the body at the meeting directly before the election meeting.
 - (2) EMERGENCY CONFLICT. A conflict relating to an immediate or unforeseeable emergency or scheduled medical conflict on either the part of a candidate, or what the candidate considers to be a close family member, shall be referred to as an emergency conflict. If the emergency conflict is scheduled, the candidate shall be given the opportunity to give their nomination speech, election speech, and be questioned by the body at the meeting directly before the election meeting. If the emergency conflict is unforeseen and the candidate has not yet had the opportunity to give their election speech and be questioned by the body, as long as the candidate is able to provide proof of the emergency, the candidate may write a speech to

be read by any member of the body of the candidates choosing, subject to the time restraints outlined in the previous sections of these bylaws.

- (3) OTHER CONFLICT. Any other immovable conflict shall be presented to the body for final consideration regarding the validity of the absence. The candidate shall have three (3) minutes to present and explain their cause for absence to the body. The candidate shall be allowed to run if the vote passes through the body with a two-third majority vote in favor of allowing the absence. Candidates who have a scheduled conflict that is approved by the body shall be given the opportunity to speak and be questioned during the meeting directly before the election meeting, according to the rules outlined in the previous sections of these bylaws.

iii. The body must be made aware of scheduled conflicts at the nomination meeting.

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

Author(s): Nicholas Iglehart, Associate Undergraduate Student Congress

Co-Author(s): Kyle Martin, Congressional Administration Committee Chair

Submitted on a Motion by:

Action taken by Congress

Verified by Chair: _____ Date: _____

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION

UNDERGRADUATE STUDENT CONGRESS
CONGRESSIONAL SESSION CXIII

March 4, 2025

CONGRESSIONAL BILL CB-113- 17

AS INTRODUCED

A Congressional Act authorizing a survey of the student body on behalf of the Undergraduate Student Congress; providing for specific questions; and providing for distribution.

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

Section 1: Title: This act shall be known and may be cited as the “OU Student Employee and Student Wages Survey Act of 2025.”

Section 2: Purpose: The purpose of this act shall be to establish a survey as the student government association.

The SGA Undergraduate Student Congress shall survey undergraduate students to discover the awareness, attitudes, and experiences of students related to student employment and student wages.

Section 3: The following questions shall be administered via Qualtrics, with a decision tree based on whether the respondent is a student employee or has been a student employee in the past:

Introduction:

Thank you for taking the time to participate in this survey. As students and members of the University of Oklahoma community, it is very important to understand the importance of student wages and how it effects student employee’s daily lives. The topic of raising the minimum wage nationally, in the state of Oklahoma, and on the University of Oklahoma’s campus has been of most importance in recent years. It is necessary for student employees to feel like they have a fair wage for the work they are doing. Student employees are extremely important to the overall functioning and environment of the University of Oklahoma and are therefore paid a fair wage.

Purpose of the Survey: The primary purpose of this survey is to gather a better understanding of the current wages of OU student employees, as well as attitudes toward the current minimum wage (\$7.25/hour) and opinions on whether it should be raised.

This survey seeks to:

- Assess the wages of student employees in several different departments.
- Collect opinions on student employee wages and student employee experiences.
- Inform future campus policies and benefits for student employees.

Confidentiality Assurance: Please be assured that your responses will be kept anonymous and confidential. No personally identifiable information will be collected, and all data will be reported in collective form. Your honesty and openness in answering these questions are appreciated.

Demographics

- How old are you?
 - A) 17 or younger
 - B) 18-19
 - C) 20-21
 - D) 22-23
 - E) 24+

- What year in school are you?
 - A) Freshman
 - B) Sophomore
 - C) Junior
 - D) Senior

- What is your college?
 - A) Christopher C. Gibbs College of Architecture
 - B) Dodge Family College of Arts and Sciences
 - C) College of Atmospheric & Geographic Sciences
 - D) Michael F. Price College of Business
 - E) Mewbourne College of Earth and Energy
 - F) Jeannine Rainbolt College of Education
 - G) Gallogly College of Engineering
 - H) Weitzenhoffer Family College of Fine Arts
 - I) Honors College
 - J) David L. Boren College of International Studies
 - K) Gaylord College of Journalism and Mass Communication

- Are you an in-state or out-of-state student?
 - A) In-state
 - B) Out-of-state

Employment Status

- Are you currently employed on campus?
 - A) Yes
 - B) No

- If not currently employed, have you worked an on-campus job before?
 - A) Yes
 - B) No

- How many hours per week do you typically work on campus?
 - A) Less than 5
 - B) 5-10
 - C) 11-15
 - D) 16-20

- E) 20-25
- F) 26+
- G) N/A

Decision Tree: If the respondent answers "Yes" to the question, "Are you currently employed on campus?"

Wages & Pay Structure

- What is your current pay rate for your on-campus job? (Specify hourly or stipend with amount)
[Open text field for response]
- If you know your jobs identification number, please put below. If not, please give job title and department.
[Open text field for response]
- Do you feel that your wage is fair for the work you do?
 - A) Yes
 - B) No
 - C) Unsure
- If no, what do you believe would be a fair hourly wage?
[Open text field for response]

Decision Tree: If the respondent answers "Yes " to the question, "Are you currently employed on campus?"

Job Satisfaction & Work Conditions

- How satisfied are you with your on-campus job?
 - A) Very satisfied
 - B) Somewhat satisfied
 - C) Neither satisfied nor unsatisfied
 - D) Somewhat unsatisfied
 - E) Very unsatisfied
- Do you feel your job provides valuable work experience for your future career?
 - A) Yes
 - B) No
 - C) Unsure
- Does your job offer any benefits besides wages? (Check all that apply)
 - A) Free Meals
 - B) Tuition reduction
 - C) Flexible hours
 - D) Professional development
 - E) Others
 - F) None

- Does your supervisor(s) make known to you that there are scholarships available for university student employees?
 - A) Yes
 - B) No
 - C) Unsure

Decision Tree: If the respondent answers "Yes " to the question, "If not currently employed, have you worked an on-campus job before?"

Job Satisfaction

- When were you employed by the university?
[Open text field for response?]
- What was the reason for leaving university employment?
[Open text field for response?]
- Do you feel like a higher wage/more benefits could have made a difference in maintaining university employment?
 - A) Yes
 - B) No
 - C) Unsure

General Opinions

- Do you think that student wages on campus should be increased?
 - A) Yes
 - B) No
 - C) Unsure
- What do you think would be a fair minimum wage for student workers on campus?
[Open text field for response]
- Is there anything else you would like to share about student wages, working on campus, or your personal experiences as a student employee?
[Open text field for response]

Conclusion

Thank you for taking the time to complete this survey. Student input is invaluable and gives greatly to our understanding of student wages and student perspectives of student employment. The insights gathered will inform future discussions and policies to ensure our student employees feel appreciated and are paid fairly for their work. We are committed to transparency and plan to share the findings from this survey with the University of Oklahoma community.

We are committed to transparency and plan to share the findings from this survey with the University of Oklahoma community. Keep an eye on the student congress website: www.ou.edu/sga/university and newsletter/student email announcements for a report on the survey results and any upcoming initiatives or policy discussions.

If you have any concerns regarding workplace conduct and safety:

Here are some resources available to you:

- University Counseling Services: (405) 325-2911 for confidential support and counseling.
 - University Ombudsperson: (405) 325-4137 for guidance and conflict resolution.
 - Legal Services for Students: (405) 325-6875 for legal advice.
 - OU Advocates: (405) 615-0013 for confidential mental health support.
 - Title IX: (405) 325-3546 for sexual misconduct, discrimination, and harassment support.
-

Section 4: Upon passage of this bill, the survey will be released on www.qualtrics.com, emailed through the University of Oklahoma mass mailing system through the email: kga@ou.edu, fliers will be posted in public locations and on campus housing at the University of Oklahoma Norman Campus, and advertising will take place on multiple social media platforms.

The survey shall be conducted on March 3th, 2025 through May 9th, 2025

Author(s): Kayla Hawley, Dodge Family College of Arts and Sciences Representative

Co-Author(s): Cody Walker, Dodge Family College of Arts and Sciences Representative; Caleb Robinson, Chair of University Policy Committee;

Submitted on a Motion by:

Action taken by Congress

Verified by Chair: _____ Date: _____

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION

UNDERGRADUATE STUDENT CONGRESS

CONGRESSIONAL SESSION CXIII

March 4, 2025

CONGRESSIONAL BILL CB-113-18

AS INTRODUCED

A Congressional Act of Procedure to update section 7
of the existing bylaws; providing short title; and
providing an effective date.

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

Section 1: Title: This act shall be known and may be cited as the “Legislation Revision Act”

Section 2: Purpose: The purpose of this act shall be to amend section 7 of the Undergraduate Student Congress Bylaws.

Section 3: AMENDATORY: The Undergraduate Student Congress Bylaws Section 7 are amended as follows. New Additions shall be denoted by an underline, and deletions shall be denoted by a strikethrough.

Section 7.1: PREPARATION OF LEGISLATION

1) AUTHORSHIP

- a) The author(s) of a piece of legislation shall be the person(s) or group(s) that create the piece of legislation.
- b) Any other contributors shall be known as co-authors.
- c) Any others wishing to support legislation in writing prior to the final passage of said legislation shall be known as co-sponsors.
- d) Listing of co-authors and co-sponsors shall be at the discretion of the author(s).
- e) Each author shall research legislation in sufficient and reasonable depth prior to its submission.
- f) Each author is encouraged to make legislation publicly available prior to its submission.
- g) Any piece of legislation considered in a general meeting of Student Congress, except for advising and consenting bills presented in accordance with appointment procedures outlined in the SGA Code Annotated, shall have a member of the Undergraduate Student Congress as either an author, co-author, or co-sponsor.

2) FILING AND CATALOGING. Each piece of legislation shall receive a number four digits longer than the number of the legislative session, as follows:

- a) The first component shall reflect the nature of the piece of legislation.

- i) CB shall denote all bills, including acts of legislation, acts of procedure, and advising and consenting bills, but excluding any bill appropriating money.
 - ii) CR shall denote all resolutions, including Congressional Resolutions, Concurrent Resolutions, and Joint Resolutions, regardless of their subject matter or intended recipients.
 - iii) AB shall denote all bills appropriating money, including all bills for Auxiliary funding, Primary funding, and Congressional Initiative funding.
 - b) The second component shall be the number of the legislative session, followed by a hyphen.
 - c) The third component shall reflect the order in which the legislation was received, chronologically within its subject category.
- 3) SUBMISSION OF LEGISLATION
- a) Legislation shall be submitted to the Student Congress ~~Secretary~~ Chair.
 - b) ~~Legislation shall be submitted in identical electronic and printed form. Legislation shall be submitted through Engage.~~
 - c) The Student Congress ~~Secretary~~ Chair may further regulate the time and procedure of submission of legislation.

Section 7.2: CONSIDERATION OF LEGISLATION IN COMMITTEE MEETINGS

- 1) REQUEST FOR AGENDA. It is the responsibility of the author of a bill to inform the Committee Chair of the appropriate committee, as determined by the Congress Chair, of any legislation not named during Items for Future Agenda during a general meeting.
- 2) ITEMS TO BE CONSIDERED AGENDA. The Committee Chair shall include on the Items to Be Considered agenda of the immediately following committee meeting any legislation so assigned by the Student Congress Chair during Items for Future Agenda or by a motion to commit legislation to committee during a general meeting.
 - a) The Committee Chair may set deadlines by which legislation must be received in order to be placed on the Items to be Considered agenda, in order to comply with the Oklahoma Open Meetings Act.
- 3) PRESENTATION OF LEGISLATION. Only an author or co-author of a piece of legislation can provide authors explanations during committee meetings. If there is no author or co-author present at the time the bill is seen in committee, then the bill will not be able to be seen until an author or co-author is present. If the author or co-author of the bill is present at committee meeting, they have the ability to yield their authors explanation to a co-sponsor or to the subject of said legislation.
- 4) AMENDMENT. Committees may amend legislation. Legislation shall be placed on a general meeting agenda in the form in which the committee passed it.
- 5) COMMITTEE ACTION ON LEGISLATION. Upon considering a piece of legislation, a committee may take one (1) of the following actions:
 - a) DO PASS. A recommendation of “Do Pass” shall refer legislation to Student Congress with the committee’s recommendation that Student Congress approve the item.
 - b) ~~DO NOT PASS. A recommendation of “Do Not Pass” shall refer legislation to Student Congress with the committee’s recommendation that Student Congress not approve the item.~~
 - c) DO FAIL. A recommendation of “Do Fail” prohibits the legislation from being referred to Student Congress.

- d) NO RECOMMENDATION. A recommendation of “No Recommendation” shall refer the legislation to Student Congress without the committee’s recommendation that Student Congress approve or fail the item.

Section 7.4 CONSIDERATION OF LEGISLATION IN GENERAL MEETINGS

1. After legislation has been moved and seconded, the chair shall read the number and short title of the piece of legislation to be seen.
2. Three (3) minutes shall be granted for the author’s explanation of recognized legislation. The author may choose to yield the rest of their author’s explanation for questions.
3. Following the author’s explanation, five (5) minutes shall be granted for those present and recognized to ask questions of the author. Debate shall not be called for until time for questions to the author has expired. Friendly amendments may be proposed. If accepted, the amendment must be submitted via email to the Congress Secretary prior to the motion to adjourn or the final roll call of the general body meeting.
4. Time for questions can only be extended twice and after they have been extended twice they can only be extended to the end of the list, unless there is a suspension of the rules.
5. If a member of Congress proposes an amendment which alters the title of the legislation being considered then that member must also propose, on the same form, a change in the title. If an amendment does change the title, but does not contain the proposed title changes, such an amendment shall be out of order. The Chair may, subject to the appeal of the Congress, rule as to whether a proposed amendment is dilatory. The amendment shall not change the motion’s legislative intent and must be germane to the subject matter of the legislation. If a proposed amendment does change the title of the measure under consideration, it may only be adopted by a two-thirds (2/3) vote in the affirmative by those members present and voting.
6. If the bill or resolution enters debate, then following author’s summation, the chair shall recognize the secretary for the purpose of reading the full title of the legislation and any hostile amendments made to that legislation.
7. A roll call vote shall be held on the question of final passage of all legislation in general body meetings. And will require a simple majority, except whereas stated otherwise in these bylaws.

Author(s): Michael Granato, Associate Undergraduate Student Congress

Submitted on a Motion by:

Action taken by Congress

Verified by Chair: _____ Date: _____

THE UNIVERSITY OF OKLAHOMA STUDENT GOVERNMENT ASSOCIATION

UNDERGRADUATE STUDENT CONGRESS
CONGRESSIONAL SESSION CXIII

March 4, 2025

CONGRESSIONAL BILL CB-113-19

AS INTRODUCED

A Congressional Act of Procedure to update Section 3.2(3) of the Bylaws; providing short title; and providing an effective date.

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

Section 1: Title: This act shall be known and may be cited as the “The Representative Appointment Clarification Act.”

Section 2: Purpose: The purpose of this act shall be to clarify the appointment system of representatives.

Section 3: AMENDATORY: The Undergraduate Student Congress Bylaws Section 3.2(3) is amended as follows. For the purposes of this bill, all items removed shall be denoted with a ~~strike through~~. All items added shall be denoted with an underline.

3. MEMBERSHIP

- a. APPOINTMENT. All members not elected according to the most current provisions of Title VI of the Code Annotated shall be appointed by the following procedure:
 - i. The Congressional Administration Committee shall conduct the appointment procedure.
 - ii. All appointed Representatives shall serve until the next election ~~cycle for their respective seat~~ has been confirmed by the Superior Court and the newly elected Representatives have taken the membership affirmation.
 - iii. The Congressional Administration Committee shall write the application for membership.
 1. Within a month of the end of a session, the Congressional Administration Chair shall consult with the Vice-Chair ~~and the Secretary~~ of the Congressional Administration Committee, along with the Chair, Vice Chair, and Secretary of Congress, to create a rubric for evaluating both candidate applications and interviews during that semester. This rubric, pending approval from the Congressional Administration Committee of that same session, shall be used to adjudicate all applicants during the following session.
 - iv. Applications for membership shall be made available no later than the start of the business day on Monday immediately following the Chair of Student Congress’ notice of a vacated seat. In the event that the Chair receives notice of resignation, according to Bylaws section 4.2.3c, the application window shall be set at the pleasure of the Chair, allowing for appropriate appointment

proceedings to occur prior to the effective date of the resignation. The Chair of Student Congress shall set the application deadline in consultation with the Congressional Administration Committee Chair.

- v. After the close of the application period, the Congressional Administration Committee shall interview membership applicants at the committee's discretion.
 1. All interviewers must have completed some form of selection-bias training prior to conducting interviews.
- vi. Should a candidate not be able to attend general meetings as defined in these Bylaws, they will solely be considered for associateship until they are able to attend these meetings again.
- vii. The Congressional Administration Committee shall author an act of procedure appointing members of Student Congress. This act shall be on the Items to be Considered agenda of the next general meeting following candidate interviews.
 1. Final deliberations concerning the creation of the bill appointing representatives and associates shall only occur among interviewers who have been present for the entire session of interviews.
 2. The Congressional Administration Committee shall fill vacant seats, according to academic district, as specified by the SGA Constitution.
 3. Should the number of applicants in an academic district exceed the number of vacant seats in said district, applicants not appointed to be a representative may be appointed to associateship, at the discretion of the Congressional Administration Committee. The only exception being a candidate who is unable to attend general meetings as a Representative
 4. Upon receiving a "Do Pass" or a "No Recommendation" recommendation from the Congressional Administration Committee, the act shall be posted conspicuously in the SGA offices as well as on the SGA Congress website.
 5. The Congressional Administration Committee shall make all reasonable effort to contact all applicants concerning their appointment status at the contact information on their applications and in university records.
 6. After the initial application process, a majority vote of the Executive Committee or a decision by the Congressional Administration Committee Chair shall cause the Congressional Administration Committee to accept appointment applications on a rolling basis. The appointment process shall proceed in the manner described above.

b. ELECTIONS

- i. Each seat of the Undergraduate Student Congress shall be held on a consistent cycle, with elections held once per year.
- ii. Each seat shall be numbered from one (1) to forty-eight (48).
- iii. Records of each seat, by seat number, district, election cycle, and current officeholder shall be maintained by the Undergraduate Student Congress Secretary and shall be transmitted to the Election Commission upon request.
- iv. Any Act of Procedure concerning the Congressional Administration Committee's regular redistricting, or any irregular redistricting that may occur, should include details about which seats shall be assigned to a given election

cycle and should endeavor to maintain a balance between the Spring and Fall cycles.

- v. In the case of open seats of the obverse semester is open during the election, this seat will be filled by the next highest voted candidate of the district, until that seat becomes available in the election, unless the candidate votes does not exceed the "prefer not to vote" option.
- vi. If a seat is not filled in the election or becomes vacant, the vacancy may be filled by appointment until the next election for the respective seat has been confirmed by the Superior Court and the newly elected Representatives have taken the membership affirmation.

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

Author(s): Kyle Martin, Congressional Administration Committee Chair

Submitted on a Motion by:

Action taken by Congress

Verified by Chair: _____ Date: _____