WHEREAS, The Senate conducts its meetings according to the current edition of Robert’s Rules of Order, which is Robert’s Rules of Order Newly Revised, 12th edition, which is also known as RONR (12th ed.);

WHEREAS, RONR (12th ed.) provides methods to discipline members;

WHEREAS, the SGA Bylaws mention removing a member only briefly, and in the process overrides RONR (12th ed.) in an ambiguous and haphazard manner;

LET IT BE RESOLVED THAT, The following changes be made to the UNT SGA Bylaws:

Article I, Section 4:

A) The Vice President shall serve as the Speaker of the Senate as is stated in the Constitution, and will hereby be addressed as the Speaker of the Senate.

B) At the first meeting of each fall semester, the Student Senate shall elect from their own number, by a majority (50%+1) vote, Officers of the Senate who will manage the business of the Senate for the duration of that fall semester and the following spring semester.
   a. These positions will include Speaker Pro Tempore, Sergeant at Arms, and Secretary.

C) The Speaker of the Senate shall preside over, direct, and manage the business of the Student Senate.
   a. The Speaker of the Senate retains their senatorial vote, but will exercise this privilege only to break a tie or when requested to do so by the Senate.
   b. The Speaker of the Senate shall be charged to chair meetings of the Student Senate, maintain accurate records of the Student Senate and the proceedings thereof, to accept legislation for the Student Senate when properly submitted, to coordinate activities for the Student Senate with the other Senate officers, to be the official representative of the Student Senate and to perform any other duties as assigned by these by-laws or by action of the Student Senate.
   c. The Speaker of the Senate shall be tasked with ensuring each senator serves at least one (1) office hour per week on school days, either in the SGA Office, in any relevant UNT building, or in the Library Mall given the approval of the Speaker of the Senate, within five (5) business days.
d. The Speaker of the Senate shall be tasked with ensuring that each Senator is notified of their absences on a monthly basis via email.

D) The Speaker Pro Tempore of the Student Senate shall be charged with assisting the Speaker in directing and managing the business of the Senate.
   a. The Speaker Pro-Tempore shall preside at meetings of the Student Senate when the Speaker is absent or when the Speaker chooses to cast a non-tiebreaking vote during a meeting.
   b. The Speaker Pro Tempore shall be charged to coordinate Student Senate events, to represent the Student Senate when needed, and to perform any other duties as assigned by these by-laws or by action of the Student Senate.

E) The Sergeant at Arms of the Senate shall be charged with assisting the speaker in maintaining order.

F) The Sergeant at Arms shall be charged direct those members who are deemed out of order to correct previous actions, raise points of order during the meeting when correct procedure is not being followed and in extreme circumstances request the Speaker “name” a member, remove the member from the body.
   a. “Naming” is used as defined in the current edition of Robert’s Rules of Order.

G) The Sergeant at Arms shall be charged to represent the Senate when necessary and to perform any other duties as assigned by these by-laws or by action of the Student Senate.

H) The Sergeant at Arms shall be charged to assist the Speaker in training Senators in correct procedure.

I) The Sergeant at Arms shall preside at meetings of the Student Senate when both the Speaker and Speaker Pro-Tempore are absent.

J) The Secretary of the Senate shall be charged with keeping the records of the Student Senate.

K) The Secretary shall be charged to call attendance at each meeting, to assist the Speaker in counting votes and call names for all roll call votes, to keep and record accurate minutes of every meeting, to read the minutes when presented in Senate, to bring all appropriate records to meetings.

L) The Secretary shall be charged to receive and keep track of minutes and/or reports sent by Executive Branch and committee secretaries and to perform any other duties as assigned by these by-laws or by action of the Student Senate.

M) No Senator may hold more than one officer position simultaneously.

N) In the event that an officer is unable to serve or is removed, a successor shall be immediately elected.

O) The Presiding Officer may “name” a member only after calling the member to order on three (3) separate occasions for similar offenses.
   a. These calls to order must specify that the member is in danger of being named.

P) The Presiding Officer may “name” a member if no Senator objects.
   a. A Senator may not object to their own naming.

Respectfully Submitted,

Senator Andy McDowall

College of Engineering
Chloe Thompson  
SGA Intern  

Kaylee Bragg  
SGA Intern  

Aastha Shrestha  
SGA Intern  

Zoe Brown  
SGA Intern  

Christian Lewis  
SGA Intern  

In Witness thereof, I hereby certify the Student Senate of the University of North Texas Student Government Association has approved this document and is referred to the office of the President.  

_____________________________         ________________________  
Speaker of the Senate               Date  

Presidential Action:  

❏ Vetoed  ❏ Approved  

_____________________________         ________________________  
President of the Student Government Association          Date  

_________________________________          ____________________________  
Vice President of Student Affairs             Date
APPENDICES:

APPENDIX A: SIMPLIFIED GENERAL DISCIPLINE PROCESS:

Below is a simplified explanation of discipline, according to RONR (12th ed.)

<table>
<thead>
<tr>
<th>Member’s offense:</th>
<th>Chair should:</th>
<th>Reference in RONR (12th ed.):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slight breach of Order</td>
<td>Point out offense, &amp; advise to avoid it</td>
<td>61:10</td>
</tr>
<tr>
<td>More serious offense, or repeated offense</td>
<td>Call the member to order</td>
<td>61:11</td>
</tr>
<tr>
<td>Serious, blatant, or gross offense</td>
<td>“Naming” the member</td>
<td>61:12-18</td>
</tr>
</tbody>
</table>

Note that any Senator may call a member to order by saying “Mister/Madam Speaker, I call the member to order.” The Speaker will treat this as a point of order.

The process of “naming” is as follows:

1. The chair directs the Secretary to enter on the minutes the inappropriate behavior, as described in Appendix B.
2. The Speaker “names” the member using language similar to that in Appendix B.
3. The Speaker may ask “What penalty shall be imposed on the member?”
4. Members move and vote on motions to decide what the punishment should be.
   a. During this period, the member in question does not vote on any motions pertaining to their naming, which includes punishments and removals.
   b. The Senate may vote to have the offending member leave the chamber while they determine the member’s punishment, but only after the member is briefly allowed to provide a defense.
"Naming" an offender. In case of obstinate or grave breach of order by a member, the chair can, after repeated warnings, “name” the offender, which amounts to preferring charges and should be resorted to only in extreme circumstances. Before taking such action, when it begins to appear that it may become necessary, the chair directs the secretary to take down objectionable or disorderly words used by the member. This direction by the chair, and the words taken down pursuant to it, are entered into the minutes only if the chair finds it necessary to name the offender.

Although the chair has no authority to impose a penalty or to order the offending member removed from the hall, the assembly has that power. It should be noted in this connection that in any case of an offense against the assembly occurring in a meeting, there is no need for a formal trial provided that any penalty is imposed promptly after the breach (cf. 23:5), since the witnesses are all present and make up the body that is to determine the penalty.

The declaration made by the chair in naming a member is addressed to the offender by name and in the second person, and is entered in the minutes. An example of such a declaration is as follows:

**CHAIR:** Mr. J! The chair has repeatedly directed you to refrain from offensive personal references when speaking in this meeting. Three times the chair has ordered you to be seated, and you have nevertheless attempted to continue speaking.

If the member obeys at this point, the matter can be dropped or not, as the assembly chooses. The case may be sufficiently resolved by an apology or a withdrawal of objectionable statements or remarks by the offender; but if not, any member can move to order a penalty, or the chair can first ask, “What penalty shall be imposed on the member?” A motion offered in a case of this kind can propose, for example, that the offender be required to make an apology, that he be censured, that he be required to leave the hall during the remainder of the meeting or until he is prepared to apologize, that his rights of membership be suspended for a time, or that he be expelled from the organization.
APPENDIX C: LESS SERIOUS DISCIPLINE OPTIONS IN RONR (12th ED.):

From RONR (12 ed.) 61:10-11:

**Breaches of Order by Members in a Meeting.** If a member commits only a slight breach or order- such as addressing another member instead of the chair in debate, or, in a single instance, failing to confine his remarks to the merits of the pending question- the chair simply raps lightly, points out the fault, and advises the member to avoid it. The member can then continue speaking if he commits no further breaches. More formal procedures can be used in the case of serious offenses, as follows:

**Calling a member to order.** If the offense is more serious than in the case above- as when a member repeatedly questions the motives of other members whom he mentions by name, or persists in speaking on completely irrelevant matter in debate- the chair normally should first warn the member; but with or without such a warning, the chair or any other member can “call the member to order.” If the chair does this, he says, “The member is out of order and will be seated.” Another member making the call rises and, without waiting to be recognized, says, “Mr. President, I call the member to order,” then resumes his seat. If the chair finds this point of order (23) well taken, he declares the offender out of order and directs him to be seated, just as above. If the offender had the floor, then (irrespective of who originated the proceeding) the chair clearly states the breach involved and puts the question to the assembly: “Shall the member be allowed to continue speaking?” This question is undebatable.