

BY-LAWS  
TO THE CONSTITUTION FOR THE



## Section 201. THE VICE-PRESIDENT

Section 201.1 The Vice President shall not serve as an officer in more than two student organizations.

Section 201.2 In the event of the inability of the Vice President to fulfill the duties of the office or upon removal or resignation from position, the President shall appoint a duly qualified student to the office of Vice President.

Section 201.3 The duties of the Vice President shall include, but not be limited to:

1. Serve as President of the Student Senate. When the Student Senate has a tie vote, he/she may cast the tiebreaker vote.
2. Preside over Joint Sessions of the Student Congress according to procedures outlined in the most current edition of Robert's Rules of Order in the absence of the President.
3. Assist the President with assigned responsibilities.
4. Serve in an appropriate capacity to all branches of SGA when needed or requested.
5. Perform any and all duties properly incumbent on the Vice President.
6. Serve as an ex-officio member of all Student Senate and House of Representatives committees.
7. Serve as a member of the Executive Cabinet and Executive Committee,
8. Effectively utilize a regular system of committee referral, committee investigation, and committee reports.
9. Appoint a duly qualified person in the event an elected position in the Student Senate should become vacant which must be approved by a 2/3<sup>rd</sup> vote of the Student Senate, and
10. Solicit the appointment of all vacant non-elected positions in the senate throughout his/her term.
11. Attend mandatory On-Campus SGA Executive Officer Transition training hosted by the current SGA Executives and SGA Advisor. Transition training must be held no later than the last month of the current executives' term.

## Section 202. THE SECRETARY/TREASURER

Section 202.1 The Secretary/Treasurer shall not serve as an officer in more than two student organizations.

Section 202.2 In the event of the inability of the Secretary/Treasurer to fulfill the duties of the office, or upon removal or resignation from office, the President shall appoint a duly qualified student to the position of the Secretary/Treasurer.

Section 202.3 The duties of the Secretary/Treasurer shall include, but not be limited to:

1. Record attendance at Joint Sessions of the Student Congress and meetings of the Executive Cabinet.
2. Keep accurate minutes of all regular and special Joint Sessions of the Student Congress, meetings of the Executive Cabinet, and of all regular and special sessions of the Student Senate,

3.

Section 203.6 The chair of the Election Commission shall have the power to appoint temporary commissioners from the Student Body to replace members who, for any reason, cannot fulfill their duties. A 2/3 vote by the Senate must be made to confirm the temporary commissioners.

Section 203.7 Meetings shall be called at the discretion of the chair or by request of three other members of the Election Commission.

Section 203.8 Any member of the commission who acquires two unexcused absences from Election Commission meetings and/or elections shall be removed from the commission,

Section 203.9 The Election Commission shall be composed of:

1. Chief Justice of the SGA Supreme Court.
2. The other justices of the SGA Supreme Court as well as one member-at-large appointed by the Election Commission chair with the approval of the Student Senate by a 2/3 vote, and
3. One staff advisor or chief Student Affairs officer who shall be an ex-officio member.

Section 203.10 Chief Justice Ineligibility

In the event that the Chief Justice plans to be a campaign staff member in the election, the Chief Justice will relinquish their appointment duties as Chair or member of Election Commission. A replacement must be appointed by the President of SGA and approved by the Senate with a 2/3 vote.

Section 203.11 All Executive officers shall assume their elected office June 1. From the day of inauguration to June 1 the newly elected Executive Officers are to be referred to as Executive "Elect".

## Section 204. THE EXECUTIVE COMMITTEE

Section 204.1 The President shall serve as chair of the Executive Committee.

Section 204.2 The President, Vice-President, Secretary/Treasurer, Speaker of the House, President Pro Tempore of the Senate, and Chief Supreme Court Justice shall constitute the Executive Committee.

Section 204.3 The Executive Committee shall serve to facilitate communication and cooperation between the executive officers and the legislative chambers on matters relevant to those chambers.

Section 204.4 Attendance at the Executive Committee meetings shall be recorded by the Secretary/Treasurer. After four absences, the offending officer will be subject to impeachment. Meetings shall be called at the discretion of the chair or by request of three members of the Executive Committee.

Section 205. THE EXECUTIVE CABINET

Section 1.020 j/ The Executive Cabinet shall be an advisory committee

Section 300.5 All House of Representatives members must register with the Student Government Association through LUHub. House of Representative members shall serve from the day they are approved by the ex-officio advisor through May 31<sup>st</sup>.

Section 300.6 Student Congress committees shall be established to effectively and efficiently facilitate student body business.

5. Impeach, if necessary, any Senator, Senate officer, Judicial member, or Executive officer,
6. Foster communication among students, faculty, staff, and administration,
7. Recommend actions and programs to various university organizations,
8. Perform all other duties as outlined in the Constitution and By-laws, and
9. Oversee the addition, modification, or removal of any Student Fee.
10. Regularly update the Public Relations Advisement Committee regarding the status of ongoing projects.
11. Write and submit a transition report to the SGA Advisor and Executive Committee by the date of Transition Training (i.e., the senator's last month in office) for the student who will be filling their respective positions for the following year.

Section 302.2 Bi-Annual Budget Authorization:

1. The SGA President shall submit an annual budget to the Student Senate by the last regularly scheduled Senate meeting in April.
2. Provisions of the budget authorization process:
  - i. Budget items must be categorized into specific expense categories.
  - ii. Budget must have the following mandatory expenses; office supplies, house expenses, senate expenses, executive expenses, phone usage, material management, wages, and travel expenses. Other expenses may be added by the SGA President before submitting the proposal.
  - iii. Budgets must be reviewed by the Student Senate and made into a bill.
  - iv. Budgets must contain a category for expenses while the Congress is not in session, which includes the summer and holiday breaks.
  - v. Budgets must be sent to the Student Senate for a final vote no later than



Section 303.2

Section 306.3 House of Representatives shall hold session within the first and third week of each month on a day and time agreed upon by the current House. Open sessions.

Section 306.4 The basic agenda at regular Joint Sessions shall be as follows:

- I. Call to order
- II. Roll call
- III. Invocation
- IV. Approval of the minutes
- V. Officer reports
- VI. Committee reports
- VII. Old Business
- VIII. New Business
- IX. Open Forum
- X. Advisor's comments
- XI. Announcements
- XII. Adjournment

## Section 307. Legislation

Section 307.1 Legislation shall be defined as any proposal significant to the functioning of the Student Body. Legislation may be proposed or suggested by any Representative, Senator, or Committee. Legislation shall be introduced and sponsored by members of either the Student Senate or House of Representatives. The legislation must be submitted in written form and copies shall be distributed to each member of the Student Senate and other interested parties.

Section 307.2 The process of reading, debating, and voting of legislation shall follow the most current edition of Robert's Rules of Order. Only eligible members of each respective body may vote on legislation.

Section 307.3 An agenda item shall be filed with Secretary/Treasurer before the publication of the agenda. Once placed on the agenda, the respective legislative body shall consider the legislation according to the following:

1. Call for a second reading of proposed legislation by the committee in its original or amended form,
2. A committee report, discussion and/or debate of the proposed legislation, and
3. Vote upon proposed legislation.

Section 307.4 After either chamber passes the legislation, it shall be submitted by the Vice President to the President of the SGA. The legislation must be approved or vetoed within one week from its passage. If the president approves the legislation within the given time limit, the legislation shall become legal and binding. If the President vetoes the legislation or takes no

action, the President, at an Executive Committee meeting before the next Joint Session must explain his/her reasoning behind this veto or inaction and recommend any changes that might make the basic idea of the legislation more acceptable. Upon veto or inaction on the legislation, the legislation shall be considered defeated. If a two-thirds vote of the Student Senate votes to reinstate a senate bill, then it shall become legal and binding.

Section 307.5 At the time the President approves a resolution or the Student Senate overrides his veto, the resolution shall be sent to the appropriate university authority.

Section 307.6 Note that the House of Representatives does not have the authority to override a Presidential veto.

Section 307.7 The respective committee chair shall follow through and report on progress for each resolution.

## Section 308. CONGRESSIONAL OFFICERS

Section 308.1 Upon beginning a new term of office, as outlined in the Constitution, the Senate must vote to elect a President Pro Tempore from among its members. The President Pro Tempore shall preside over all meetings of the Student Senate in absence of the Vice President, represent the Student Senate, coordinate the activities of the Senators with the approval of the Vice President, work with the Vice President of the SGA, and set the agenda for Student Senate meetings.

Section 308.2 Upon the beginning of a new term of office as outlined in the Constitution, the House of Representatives must vote to elect a Speaker of the House from among its members. The Speaker of the House shall preside over all meetings of the House of Representatives, represent the House, coordinate the activities of the Representatives, work with the Vice President of the SGA, and set the agenda for House of Representatives meetings.

Section 309.4 The time and place for any special election shall be decided by the Student Senate.

Section 309.5 Any student desiring to be a candidate for any elected office shall:

just cause for impeachment. If the Student Supreme Court affirms the charges for impeachment, the person charged shall be given an open hearing and the right to defend himself/herself before the Student Senate. A two-thirds vote of all eligible voting Senators in good standing as detailed in ARTICLE III Section 301 and Section 305 of the By-laws at the time of the original impeachment charge shall result in the impeached officer's or member's removal.

Section 400.4 The time and place for the hearing shall be determined by the Student Senate and shall be presided over by the Vice President of the SGA, unless the Vice President of the SGA is the officer being charged or is the chief accuser of the officer/member being charged, in which case the President of the SGA shall preside. If this too results in a conflict of interest, the Pro-Tempore of the Senate may preside.

#### Section 401. STUDENT SUPREME COURT

Section 401.1 The Student Supreme Court shall be composed of five students appointed by the SGA President with the approval of the Student Senate by a 2/3 vote. One of the five shall be designated Chief Justice by the President of the SGA and approved by a 2/3 vote by the Senate.

Section 401.2 The term of office for the Chief Justice and Supreme Court shall be until

Section 401.7 The Supreme Court shall establish a regular schedule for sessions of the Student Supreme Court to hear all cases under its jurisdiction. The Court itself may call special sessions as needed with 24 hours' notice given to all Court members and the student body.

Section 401.8 Any student at Lamar University may petition the court by formal means, to address violations of any SGA governing documents, with the following information provided:

1. A petition to the Supreme Court should reference an action taken which may be considered in violation of the SGA governing documents, with a scenario, question, and accusation of wrong-doing or violation.
2. Each petition should have the name(s) of the petitioner(s), the complaint being filed, the section of the Constitution, By-Laws, or Rules and Procedures under contention, and any perceived violation thereof.
3. Petitions to the court may be filed with the Supreme Court Chief Justice, President of the SGA, Vice President of the SGA, President Pro Tempore of the Student Senate, or Speaker of the House. It shall be the responsibility of these officers to ensure the request is given to the court within 15 days of receiving it.
4. The court must set a hearing date within 10 days of having received the petition, the date of which shall be no later than within 20 days of the petitions filing; all hearings will be open to the public.
5. All decisions shall be published in a written court record and published electronically via the SGA Campus Groups online portal. A signed copy of the majority decision shall be delivered to the SGA President.

Section 401.9 Requesting Interpretation:

1. Any student at Lamar University may request the court, by formal means, for a formal interpretation of any specific section of any SGA governing document, with the following conditions:
  - a. A request to the Supreme Court should reference a section or sections of any of the SGA governing documents, individually or collectively,
  - b. Each request should have the name of the requestor or requestors, the question being asked, the sections of the governing document in question and any additional information of importance.

2. Requests to the court may be filed with the Supreme Court Chief Justice or the

Section 500.1 The standing committees shall include but shall not be limited. to the Academic





ARTICLE IX. DEFINITIONS

Section 900.1 Simple Resolution - A resolution passed by the

Section 900.2 Resolutions - A resolution passed by both the Senate and the House of


Section 900.3 Ex-officio Member - A member by virtue of office with no voting privileges or special powers excepting the right to discuss. Please note that ex-officio members are not counted when calculating quorum.

Section 900.4 Closed Session - A meeting called for the purpose of discussing confidential information or other matters of a confidential nature. Only members, ex-officio members, and duly authorized guests.

Section 900.5 Open Session - A meeting open to the general public.

1. A duly authorized guest is defined as:
  - i. having been invited by the committee or subcommittee to which the matter is referred;
  - ii. having been notified by the committee or subcommittee at least (48) hours before the scheduled meeting.
2. Any progressive guest meeting the requirements of 900.4 (C) is eligible to be sponsored for attendance by a member or ex-officio member to be considered for addition to the agenda during the preparatory phase of the meeting.

Section 900.5 Open Session - A meeting open to the general public.

  
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