

FIFTH STUDENT SENATE  
FIRST SESSION

UNIVERSITY OF TEXAS  
SPRING 1986

SENATE RESOLUTION NO. 5

INTRODUCED BY  
CHAIRMAN STRANGE

A RESOLUTION

WHEREAS, The Constitution empowers the Student Senate to develop its own rules of procedure for the orderly transaction of business, and

WHEREAS, The Bylaws are being amended, thus deleting many provisions for the conduct of business; now, therefore

BE IT RESOLVED BY THE STUDENT SENATE OF THE UNIVERSITY OF TEXAS, that the following be and hereby are adopted as the Standing Rules of the Student Senate, and further

BE IT RESOLVED, that all other rules of procedure heretofore adopted by the Senate are repealed.

## STANDING RULES OF THE SENATE

### Rule I.

1. The President of the Students' Association, by virtue of his office, is President of the Senate.
2. The Vice President of the Students' Association shall serve in the absence of the President.
3. In the absence of both of the foregoing officers, and pending the election of a President pro tempore, the Secretary of the Senate shall perform the duties of the chair.
4. The President, Vice President or President pro tempore may designate a Senator to perform the duties of the Chair; provided that such designation shall not extend beyond an adjournment.
5. The President shall take the chair and call the Senate to order precisely at the hour appointed for meeting, and if a quorum be present, cause the Minutes of the preceding legislative day to be read. He shall preserve order and decorum. He may speak to points of order in preference to members, arising from his seat for that purpose, and shall decide all questions of order subject to an appeal to the Senate by any member, on which appeal no member shall speak more than once without leave of the Senate. He shall, in open session, sign all acts and resolutions, attested by the Secretary. He shall have charge of and see that all officers of the Senate or Committees perform their respective duties and shall have general control over the senate chamber.

### Rule II.

1. Two-thirds of the Senators duly elected and sworn shall constitute a quorum to do business; five may adjourn and ten may order a Call of the Senate, send for absentees and make any order for their censure and discharge.
2. No Senator may absent himself from the service of the Senate without leave unless he is sick or otherwise unable to attend.
3. A Senator is considered absent from a meeting if he is not in the chamber where the Senate is holding its sessions for a majority of the roll call votes.
4. An absence from a meeting of the Senate may be excused only by a vote of the majority of Senators present, section 2 of this Rule notwithstanding.
5. If, at anytime, a Senator suggests the absence of a quorum, the Presiding Officer shall immediately direct the Secretary to call the roll to ascertain a quorum. During the calling of the roll, there shall be no debate and no motion shall be in order. This rule may not be suspended at any time.

### Rule III.

1. The Secretary of the Senate shall be elected by and serve at the pleasure of the Senate. The Secretary shall take the oath of office for appointed officers, the oath being administered by the Presiding Officer.

2. The Secretary shall be the custodian of the Seal of the Senate and shall use the same only at the direction of the Presiding Officer or the Senate.
3. The Secretary shall be in charge of all records and papers of the Senate.
4. The Secretary shall assign seats to each Senator in the chamber where the Senate is holding its sessions.
5. The Journal of the Senate shall be drawn up by the Secretary after each legislative day, and read on the succeeding legislative day, unless the reading be waived as provided in these Rules; the Journal shall be printed under the supervision of the Secretary and delivered to each Senator without delay.
6. The Legislative Clerk shall be a deputy of the Secretary, elected by and serving at the pleasure of the Senate, who shall perform the following:
  - a) Keep the official copies of reported bills on the Senate Calendar;
  - b) Read and have custody of amendments from the floor;
  - c) Generate the Senate Calendar of Business;
  - d) Insert amendments in their proper place in the bill/resolution;
  - e) Receive nomination messages;
  - f) Prepare resolutions of confirmation;
  - g) Assign numbers to bills, resolutions and committee reports;
  - h) Record legislative history of bills/resolutions;
  - i) Prepare bills/resolutions for enrollment.
7. The Legislative Clerk shall perform the duties of the Secretary when he is unable to execute his duties.

#### Rule IV

At the commencement of each session after the election of Senators, the following Standing Committees shall be elected, where practicable, for a term of one year, to which there will be referred by the Parliamentarian bills, resolutions, memorials, petitions, and other matters:

- a) Citizen's Affairs;
- b) Communications;
- c) Consumer Affairs;
- d) Internal Affairs;
- e) Minority Affairs;
- f) Student Services;
- g) University Policy.

#### Rule V

1. At the appointed hour, the Presiding Officer shall take the chair and call the Senate to order, and the order of business thereafter shall be as follows:
  - a) The first roll call, to ascertain a quorum;
  - b) The Reading of the Journal;
  - c) Transaction of routine business:
    - i) Communications from the Executive Branch and other messages addressed to the Senate;
    - ii) Reports from Standing Committees, except reports on a bill or resolution;
    - iii) Recognition and welcome of visitors to the Senate;
    - iv) The receiving of bills, resolutions, petitions and memorials for introduction

v) Member's Privilege: any member may speak on any topic for no more than one minute.

- d) Consideration of the calendar of business of the Senate for that day, for which purpose the calendar shall be called by the Presiding Officer.
- e) Upon completion of the calendar and such other business as may come before the Senate, a recess or adjournment shall then be taken.
- f) The reading of the Journal may be waived by a majority of those present.

2. Notwithstanding the preceding section, any subject may, by a record vote of a majority of the members present, be made a special and continuing order, to commence at a time to be fixed by the Senate, and when the time so fixed for its consideration arises, the Presiding Officer shall lay it before the Senate.

3. When two or more special and continuing orders have been made for the same time, they shall have precedence according to the order in which they were severally assigned, and that order shall only be changed by a majority vote of those members present. All motions to change such order shall be decided without debate.

4. It shall be the duty of the Secretary to see that the printing and enrolling, when ordered, shall be done in such time that the bills and resolutions may be acted upon according to their priorities upon the calendar. If, however, any bill or resolution shall not be ready when it is reached upon the calendar, it shall be passed by and allowed to retain its place on the calendar.

5. No law shall be enacted except by bill. Every bill, upon its introduction, shall be referred to the appropriate committee. No bill shall become a law until the procedures outlined in Title III, Chapter 4 of the Code of Laws have been observed.

6. No bill expressly amending any existing law shall be offered by any member unless or until the original and all copies thereof have been prepared so as to indicate deletions and additions. The form for deletions and additions shall be in regular congressional style. A bill or resolution shall be signed by at least one member. The title of any bill relating to finance shall so indicate.

7. The title of a bill or resolution and all amendments offered thereto shall be entered in the Minutes, except the amendments in the nature of a substitute shall be printed separately and only the titles thereof entered in the Minutes.

8. The designation "Senate Bill" or "Senate Resolution" shall not be changed after introduction.

9. Any member of the Senate who requests in writing to the Secretary that he be added as a co-sponsor of any bill or resolution, provided that seven calendar days have not elapsed since the introduction of such bill or resolution in the Senate and that such bill or resolution is in its original form as introduced, shall be listed in the Minutes as a co-sponsor of such bill or resolution, and shall be listed as such on the bill or resolution at its next printing, if any.

10. Any member of the Senate may have his name removed as a co-sponsor from a bill or resolution by filing such a request with the Secretary and complying with such time limits as specified in the preceding section of this Rule.

11. Every question shall first be put in the affirmative, and then in the negative, and the Presiding Officer shall declare whether the yeas or nays have it, which declaration shall stand as the judgement of the Senate. The yeas and nays on any question shall, at the desire of one-fifth of those present, be entered in the Minutes. On the final vote on any bill, and the vote in any election or impeachment conducted in the Senate or on the expulsion of a Senator, the name of each Senator

voting and how he voted shall be recorded in the Minutes. After the yeas and nays have been taken, and before they are announced by the Presiding Officer, any Senator shall have the right to correct any mistake committed in enrolling his name.

12. Any Senator may call for a division of the question, which shall be divided if it comprehend propositions so distinct in substance that, one being taken away, a substantive proposition shall remain for the decision of the Senate.

13. Upon the determination of a question, any Senator may enter his protest upon the Minutes with the consent of one-third of those present; on the question "Shall the protest be entered on the Minutes?" no privileged motion shall be in order except to adjourn.

14. The Senate Calendar of Business shall be divided into three calendars:

- a) Emergency Calendar: containing those bills and resolutions being immediately considered or of an urgent nature;
- b) Uncontested Calendar: containing those bills and resolutions which have not been objected to by a Senator on first reading or receiving a dissenting vote in committee. Any bill or resolution on this calendar shall be removed at any time at the request of any Senator;
- c) Regular Calendar: All other bills and resolutions.

All bills and resolutions will be placed on their respective calendars in the order in which they were introduced.

15. Nominations may be considered in executive session, with closed doors and the proceedings thereon held confidentially.

#### Rule VI.

1. The presentation of credentials of Senators-elect and other questions of privilege shall always be in order, except during the reading and correction of the Journal, while a question of order or motion to adjourn is pending or while the Senate is voting; all questions and motions arising or made upon the presentation of such credentials shall be proceeded with until disposed.

2. The Secretary shall keep a record of the certificates of election of Senators by entering in a well-bound book kept for that purpose the date of election, name of person elected, date of certificate, vote given at election, name(s) of persons signing certificate and the school or college from which such Senator is elected.

#### Rule VII.

1. All members of the Senate shall be elected to the Standing Committees where practicable. No Senator shall serve on no more than three nor less than one Standing Committee.

2. The Standing Committees shall meet at such time and place as shall be designated by the Committee and the fixed time and place of committee meetings shall be published, provided that each Committee must meet no less than twice per month.

3. All committee meetings shall be held in public; provided that executive, or closed, sessions may be held at the discretion of the Committee upon a recorded vote to discuss the following matters:

- a) pending litigation,
- b) personnel matters.

A recorded vote of members upon each measure shall be taken and the name and number of those voting for, against or abstaining reported with the bill or resolution and placed on the Calendar of Business. A Senator who has an immediate, private or personal interest in a bill or resolution shall neither vote or be counted upon it, and he shall abstain from voting thereon.

4. The majority of any committee shall constitute a quorum for the reporting of bill; the committee may set a lower quorum for the purposes of transacting other business and for taking testimony. Any Senator attending a committee meeting and answering the roll call, who must depart prior to the rising of the committee, may designate in writing, another member of the committee to vote his proxy for the remainder of the meeting. The Chairman shall be informed in open session of the proxy authority prior to the departure of the Senator so leaving.

5. The Senate, upon consideration of any bill or resolution on the Calendar of Business, may recommit the bill or resolution to the Committee reporting the same and direct the Committee to continue the bill or resolution and hold such hearings or render such further consideration of the bill or resolution as the Committee may deem proper.

6. The Chairman of the Committee, or a majority of the elected membership of a committee, may call meetings of the committee during the interim sessions to conduct studies, hold hearings or to consider such matters as may be germane to the duties of the Committee.

7. Each Committee shall have a Clerk selected and approved by the Chairman, after consultation with the Secretary of the Senate, and such other staff assistants as a majority of the elected membership of the Committee deem necessary.

8. The Chairman of each Committee may appoint subcommittees to consider a particular bill or resolution to consider matters relative to a portion of the work of the Committee. Such subcommittees shall make recommendations to the full Committee. The Chairman of the full Committee shall be an ex-officio member of all subcommittees.

9. A Committee, after considering a bill or resolution referred to it may, with or without recommendation, direct the Parliamentarian to re-refer the same to another Committee to consider applicable portions of such bill or resolution as is germane to another Committee, or may report it to the Senate (i) without amendment, (ii) with recommendation that a Committee amendment be adopted or (iii) with recommendation that it be re-referred to another Committee (either with or without amendment) in which latter event the Parliamentarian shall re-refer unless the Senate otherwise direct.

10. Any vacancy in Committee membership during the one-year term of the Committee shall be filled in the manner in which the Committee members were elected in the first instance.

11. Two absences on the part of a Senator from working sessions involving his committee or subcommittee will be considered as being one unexcused absences from a meeting of the Senate.

(a) Two such absences shall be reported by the Clerk of the Committee to the Secretary of the Senate shall be recorded as one unexcused absence.

(b) The Chairman of each Committee shall have discretionary power to excuse absences, provided that no absence may be excused no later than seven calendar days after the meeting at which absence was incurred.

12. A Committee may not hold committed legislation without returning a recommendation to the Senate within five legislative days after introduction and first reading.

13. Each Committee may establish other rules of procedure, not inconsistent with these Rules, for the conduct of business.

14. Each Committee shall file a copy of its minutes of its meetings with the Clerk of the Committee on Internal Affairs or his designee.

15. No member shall hold more than one chairmanship of a Standing Committee at the same time; no member shall be eligible to serve more than two consecutive terms in the same chairmanship.

16. Chairman be recalled at any time for just cause by a majority of all Senators and replaced in the same manner as originally selected.

### Rule VIII

1. Upon motion for the pending question, agreed to by four-fifths of the Senators present, as indicated by a rising or recorded vote, and there being no other motions afforded priority by these Rules, the Presiding Officer shall immediately put the pending question. All incidental questions of order arising after the motion for the pending question is made, and pending such motion, shall be decided, whether on appeal or otherwise, without debate.

2. Upon a motion for the previous question, agreed to by four-fifths of the Senators present, as indicated by a rising or recorded vote, and there being no other motions afforded priority by these Rules, the Presiding Officer shall immediately put the previous question, first upon amendments in the order prescribed in the Rules, and then upon the main question. If the previous question is not ordered debate may continue as if the motion had not been made.

### Rule IX

1. Every Senator present, when any question is put or vote taken, shall vote or be counted as voting on one side or the other; a Senator who has an immediate, private or personal interest in the result of the question shall neither vote nor be counted upon it, and he shall withdraw or invoke this Rule not to be counted, prior to division, by stating the same on the floor, and the fact shall be recorded in the Journal.

2. In cases where the presiding officer is also a member of the Senate at the time a recorded vote is being taken, the Presiding Officer shall request another Senator to cast his vote for him.

### Rule X

1. While the Presiding Officer is reporting or putting any question, or the Secretary is reporting a bill or resolution or calling the roll, or a Senator is addressing the Chair, stricly order shall be observed.

2. If words are spoken in debate that give offense, exception thereto shall be taken the same legislative day, and be stated in writing; and in such case, if the words are decided by the Presiding Officer, or by the Senate, upon an appeal to be offensive, and they are not explained or retracted by the Senator who uttered them, he shall be subject to such action as the Senate may deem necessary.

3. When any member is about to speak in debate or deliver any matter to the Senate, he shall rise from his seat, and without advancing, address with respect "Mr. President," confining himself strictly to the point in debate and avoiding all disrespectful language.

4. No member shall speak more than twice upon the same subject without leave of the Senate, nor more than once, until every member choosing to speak have spoken.

5. No question shall be debated until it has been stated by the Presiding Officer and the mover shall have the right to explain his views in preference to any Senator.

6. During debate any Senator, though he has spoken to the matter, may rise and speak, but if the Presiding Officer stands up at any time, he is first to be heard and while he is standing Senators shall keep their seats.

7. No Senator shall be allowed to be interrupted while speaking, except on points of order, to correct erroneous statements or for a Senator to answer any questions that may be stated by the Senator speaking.

8. The following motions shall not be debated or spoken to except as hereinafter provided:

- (a) A motion to adjourn;
- (b) A motion to lie on the table;
- (c) A motion calling for a vote on the previous question;
- (d) A motion calling for a vote on the pending question;
- (e) A motion to suspend the Rules;
- (f) A motion to take from the table;
- (g) A motion to take up the order of the day;
- (h) A motion to close debate;
- (i) A motion to open debate;
- (j) A motion to extend the limit of debate;
- (k) A motion to reconsider matters not debatable;
- (l) A motion to change, in case of two or more continuing orders.

9. Upon the following motions, the mover shall be allowed five minutes to speak to his motion, to state the reasons therefore, and one member opposed to the motion shall be allowed a like time to speak to the motion and state his objections:

- (a) A motion to suspend the Rules;
- (b) A motion to lie on the table;
- (c) A motion for a special and continuing order;
- (d) A motion to appeal a ruling of the chair;
- (e) A motion to take from the table;
- (f) A motion to take up the order of the day.

10. When a question not debatable is before the Senate, all incidental questions arising after it is stated shall be decided and settled without debate, whether on appeal or otherwise. This same Rule shall apply to all incidental questions arising after the Presiding Officer has put any question to the Senate.

11. A motion to take from the table shall not be in order unless the bill, resolution or other matter proposed to be taken up would be appropriate for consideration under the order of business then in hand.

12. A motion to strike out, being lost, shall preclude neither amendment nor a motion to insert, nor a motion to strike out and insert.

13. When a question is pending, no motion shall be received but to adjourn; to pass by; for the pending question; for the previous question; to lie on the table; to

postpone indefinitely; to postpone the question to a day certain; to commit or amend; which several motions shall have precedence in the order in which they are set out here.

Rule XI.

A question arising on a bill or resolution being once determined must stand as the judgement of the Senate, and cannot during the course of that session be drawn again into debate, unless a motion to reconsider a question which has been decided has been made by a Senator voting with the prevailing side, or by a Senator who did not vote, and unless a majority of the whole Senate, any Senator who was absent or detained from his seat by sickness at the time of the vote sought to be reconsidered may move its reconsideration; provided, however, that unless unanimous consent of the members of the Senate present and voting on a motion for a second or subsequent reconsideration be granted, no measure being once determined may be reconsidered more than once by the Senate during that session.

Rule XII.

These Rules, or any Rules made pursuant thereto, unless otherwise provided by law, may be suspended by a two-thirds of the Senators present.

Rule XIII.

If the Presiding Officer rules on any matter under these Rules by his own act, or upon request of any Senator, and if any Senator objects to the ruling of the Presiding Officer, then an appeal to the Senate shall lie, and any motion to sustain the ruling of the Presiding Officer shall require a majority of those present to prevail.

Rule XIV.

1. The Senate may enter into a Committee of the Whole upon the affirmative vote of a majority of the members elected.
2. When the Senate shall resolve itself into a Committee of the Whole, the President shall leave the chair and the Vice President shall preside in the Committee.
3. The Committee of the Whole shall consider and report to the Senate on such subjects as may be committed to it by the Senate. The Rules of the Senate shall be observed in Committee insofar as applicable. The proceedings of the Committee shall not be reported in the Journal, except as reported to the Senate by the Chairman of the Committee.

Rule XV.

All questions not covered by these Rules shall be decided by Mason's Manual of Legislative Procedure.

Rule XVI.

The votes required as set forth in the appendix to these Rules shall be and same are incorporated herein in hæc verba.

Other action tabled  
unanimously 20 June

FIFTH STUDENT SENATE

FIRST SESSION, SPRING, 1986

SENATE RESOLUTION NO. 5

Introduced by Chairman Strange  
22 April, 1986.

A RESOLUTION creating standing  
rules for the Senate

Enrolled \_\_\_\_\_

Read first time by title and referred to Committee on

Internal Affairs

Reported to Senate November 4, 1987

With recommendation DO PASS

Read second time and taken up for consideration November 4, 1987

Placed on its passage Nov. 4 1987  
by a vote of 37 for and 0  
against.

Immediate Consideration \_\_\_\_\_

by vote of \_\_\_\_\_ for & \_\_\_\_\_ against

Final passage \_\_\_\_\_ for and \_\_\_\_\_  
against

\_\_\_\_\_  
Secretary of the Senate

