
**SUBJECT: SOUTHERN UTAH UNIVERSITY STUDENT ASSOCIATION SENATE
RULES OF ORDER**

1. Bills must be submitted by Tuesday at 5:00 pm or they will not be considered until the next week.
2. Amendments to the Senate agenda will be approved by 2/3 vote of Senate.
3. Meetings will be held on Wednesday at 6:00 pm and shall be conducted by Robert's Rules of Order.
4. Upon request from the president of the Senate the administrative assistant shall always read the short title of the bill/resolution, unless otherwise requested.
5. Senators must stand and be recognized by the Chair in order to ask questions of a speaker or another member of Senate. The chair will use his/her discretion to give or deny the privilege to speak.
6. Any time yielded for any purpose; during opponent and proponent time for point of information, or to another member of the Senate; shall be counted off the speaker's time.
7. After the introduction of a bill or resolution, the Chair shall circle and post the said bill/resolution for the period of at least one week for investigation.
8. Investigation of bills is everyone's responsibility and will follow, as appropriate, the guidelines published by the Academic VP.
9. Once the said bill/resolution has been circled and posted, the Chair shall refer the said bill/resolution to at least one investigation committee, each consisting of at least three Senators none of which shall be the sponsor of the bill/resolution; however, a co-sponsor may be included on said committee.
10. Upon request of the Chair, following the period of circling and posting, the Administrative Assistant shall read the short title of the bill/resolution. The investigation committee shall then have two minutes to present their reports.
11. Upon completion of the investigation committee's report, successive speeches shall be alternated proponent, opponent, etc. and shall be limited to two minutes. A speaker must yield the unused portion of his/her time. If not so yielded, it shall be considered an implied yield to the Chair.
12. Debate on any bill/resolution shall be limited to sixteen minutes, except in cases wherein debate is extended. At the conclusion of debate, the resolution shall be called to question.

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13. All subsidiary motions will be open for debate and the debate shall be limited to one minute proponent and one minute opponent.
14. Any time a bill/resolution is changed more than 10% of the original note (to be determined by line count), the amendment must be submitted in writing and a vote will be called to post the note for one week investigative time.
15. The sponsors will attach the proper budget information in the bill and contact information shall be attached to the bill.
16. All votes on bills, resolutions, bylaws, and constitution changes will be taken as a roll call vote and recorded.
17. Each week, every senator will be given time during gavel session to present on the status of projects, events in college, etc.