Senate

of the

Student Government Association

of

The Johns Hopkins University

{ *S. Bill. 18-19, 01* }

An Act Establishing the 2018-2019 Legislative Session Rules

Introduced By: Executive Vice President **AJ Tsang** and Executive Secretary **Aspen Williams** and considered this **4th** day of **September** in the Year **2018**

Sponsored By: Executive President **Noh Mebrahtu** of the **Executive Board**

Executive Treasurer **Mi Tu** of the **Executive Board**

Referred to the senate by the **WAIVED** which recommends its **N/A** by a vote of **N/A** to **N/A**.

Be it enacted by the Senate of the Student Government Association of The Johns Hopkins University assembled that:

SECTION 1. TITLE.

This Act may be referred to as the "2018 Rules Bill," or the "Rules Bill."

SECTION 2. DEFINITIONS.

(a) SGA — The term "SGA" shall refer to the Student Government Association of The Johns Hopkins University.

(b) JHU, Hopkins - The terms "JHU" and "Hopkins" shall refer to the Johns Hopkins University.

SECTION 3. FINDINGS AND PURPOSES.

(a) FINDINGS

(1) Per Article IV Section 2 of the SGA Constitution, the Senate shall pass an annual Rules Bill to govern special rules of each session.

(2) Per Article IV Section 3 of the SGA Constitution, the annual Rules Bill specifies the process by which an "unexcused" or "excused" absence will be determined by the Vice President.

(b) PURPOSES

(1) This act delineates terms to satisfy the aforementioned preconditions.

SECTION 4. SPECIAL MEETING RULES.

(a) Automatic and Pending Presence on the Agenda

a. To be listed on the agenda as *automatic* new business for a given week's General Body Meeting, where automatic business is brought to the floor without deliberation on whether to do so, all material shall be sent to the Executive Vice President by the Sunday immediately preceding the General Body Meeting by no later than 3:00 PM EST.

b. To be listed on the agenda as *pending* new business for a given week's General Body Meeting, where *pending* business requires a motion to be brought to the floor (otherwise it is skipped), all material shall be sent to the Executive Vice President by the Tuesday of the General Body Meeting by no later than 7:00 PM EST.

(b) Distribution of the Agenda and Minutes

a. The Executive Secretary shall send a given week's General Body Meeting Agenda by the Sunday immediately preceding the General Body Meeting by no later than 10:00 PM EST.

b. The Executive Secretary shall send each week's General Body Meeting Minutes to the Senate by Thursday at 11:59 PM EST, and shall post each week's General Body Meeting Minutes to the SGA website and online repository mechanism by the same time.

(c) Technology

a. If intending to use an electronic device during a General Body Meeting, an SGA member must inform and be granted permission by the Executive Vice President to do so.

b. The Executive Vice President shall only grant use of electronic devices during General Body Meetings for the purpose of viewing legislation, presentations, or otherwise contributing to the efficiency of the Senate.

c. The use of electronic devices to detract from the focus of General Body Meetings - including but not limited to: social media usage, texting, web surfing and

shopping - shall be prohibited. Electronic devices used for these prohibited purposes will be confiscated until the end of the General Body Meeting.

(d) Food and Drink
    a. The consumption of food and drink during General Body Meetings shall be limited to quiet consumption that does not exceed or impact the volume of discussion in the room.
    b. The consumption of food and drink should never occur during presentations, especially those presentations from individuals or groups who are not members of SGA.

(e) Email
    a. By precedent, the Executive Board shall write and send an email to the student body each month through the sga@jhu.edu email that provides updates on the SGA's work. This email will include attachments of policy passed during General Body Meetings.
        i. The Senate shall have the right to review the email before it is sent out in order to ensure accurate and fair portrayal of SGA's work.
    b. The Executive Board and Class Presidents shall have access to the sga@jhu.edu email account so as to more efficiently process inquiries in their realms that are directed to the email's inbox.
    c. Class Senators shall have access to their class email account.
    d. The singular administrator of each email account shall be required to ensure that their colleagues have access to their email account. Failure to ensure equitable access or deliberate evasion of equitable access may be considered dereliction of duty, and thus, grounds for impeachment.

(f) Institutional Memory
    a. Transition Memos shall be due on May 1st, 2019 to the outgoing Executive Board for compilation and distribution to the incoming SGA.

SECTION 4. GENERAL BODY ABSENCES.

(g) Excused absences include urgent academic conflicts (exams, review sessions), medical emergencies, serious illnesses, family issues, off-campus job interviews, or other conflicts per the discretion of the Executive Vice President.
    a. With the exceptions of emergencies, an individual must notify the Executive Vice President of an absence *before* 5:30 PM the day of GBM in order for the absence to qualify as excused.
    b. The Executive Vice President may excuse absences up to a week after-the-fact, but this practice is strongly discouraged for non-emergencies.

(h) Any other reason will be considered an unexcused absence.

(i) The Executive Vice President shall send a notification to Senators for every third excused absence and for every single unexcused absence.

SECTION 5. CONFLICTS OF INTEREST.

(j) Each member of SGA shall, by the fourth week of the academic year, complete and sign a conflict of interest disclosure form, where a *conflict of interest* shall be considered to be any financial, political, or social affiliation that may affect service in the SGA.

a. The contents of the disclosure form shall be processed into the public record provided on the SGA website.

(k) For each of their conflicts of interest, each SGA member shall:
   a. Refrain from voting on bills related to their conflict of interest.
   b. Refrain from accepting financial, political, social, or otherwise beneficial rewards from the source of their conflict of interest.
   c. Refrain from voting on behalf of the source of their conflict of interest within any SGA context, including but not limited to:
      1. Currying favor for their conflict of interest, and
      ii. Conducting SGA business so as to favor their conflict of interest.

SECTION 6. CLASS COUNCIL DE FACTO POSITIONS.

(l) Class Councils shall appoint within themselves a *de facto* minute-taker and finance manager to maintain their minutes and finances, respectively.

SECTION 7. MEETINGS BETWEEN THE EXECUTIVE BOARD, COUNCIL PRESIDENTS AND COMMITTEE CHAIRS.

(m) In accordance with the Bylaws, the Executive Board shall host a meeting with all the class council presidents at least once a month to help maintain the productivity and cohesion of SGA.

(n) The Executive Board shall also host a meeting with all the committee chairs at least once a month to help maintain the productivity and cohesion of the SGA.

(o) The first 3 SGA members to read this clause and notify the Executive Vice President of this clause and the correct keyword shall receive a prize. The keyword is *Kathmandu*.

SECTION 8. SEVERABILITY.

Should any provision of this Act, an amendment made by this Act, or the application of such provision or amendment to any person or circumstance be held to be unconstitutional, the remainder of this Act, the amendments made by this Act, and the application of such provision or amendment to any person or circumstances shall not be affected thereby.

THE BILL HEREBY **PASSES** BY A VOTE OF **15** TO **0** WITH **0** ABSTENTIONS.

UPON PASSAGE, WE HAVE HEREUNTO SET OUR HANDS AND CAUSED THE SEAL OF THE SENATE TO BE AFFIXED TO THIS BILL INDICATING THE SENATE'S ASSENT AND THUS OFFICIALLY DESIGNATED THE BILL'S ADOPTION AS LAW.

Signatures of Enactment:

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AJ Tsang

President of the Senate

Executive Vice President of the Johns Hopkins SGA

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Noh Mebrahtu
Executive President of the Johns Hopkins SGA

_____

Aspen Williams
Executive Secretary of the Johns Hopkins SGA

_____

Mi Tu
Executive Treasurer of the Johns Hopkins SGA

Signatures of Ceremony:

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Edo Ighodaro
Sophomore Class Senator

_____

Meghna Kumar
Sophomore Class Senator