**Student Government Association Senate**

**Northern Illinois University**

**2:00 p.m. – Friday, 26 January 2024**

**Holmes Student Center Sky Room**

**Public Streaming:** [**http://go.niu.edu/SGASenateLive**](https://niu-edu.zoom.us/j/82215987778?pwd=SlBtaEFiaG0xWmp0SWs4b0VZZVhpZz09)

***Members of the public wishing to give public comment, please submit an*** [***Intent to Speak***](https://cglink.me/2sZ/s54) ***form, no later than 11:59 pm, January 25th, 2024.***

1. Call to Order and Roll Call
2. Verification of Quorum
3. Public Comments
4. Approval of Minutes
   1. From December 12th, 2023

*Minutes are distributed electronically to the Senate.*

1. Approval of Agenda
2. Speaker’s Report
3. Special Report
4. Office of the Speaker Report(s)
5. Committee Report(s)
6. Executive Branch Report(s)
7. Cabinet Report(s)
8. Old Business
9. SR55025: A resolution to amend the Constitution to add a beginning ceremony before each Senate meeting
10. SR55028: A resolution to amend the Operators manual to include a sample schedule along with specifics of how the opening ceremony is to be held
11. SR55031: A resolution to recognize student organization
12. SR55032: A resolution to clarify the office hours for both legislative and executive branches for paid position holders and applicants to know the number of hours needed with regards to working that position
13. New Business
14. SR55033: A resolution to confirm director appointments
15. SB55012: A bill to change the way SGA handles its HR policy and any changes to the corrective action procedure
16. SB55013: A bill to allow the Deputy Speaker to speak on behalf of SGA as a spokesperson for SGA
17. SR55034: A resolution to update the bylaws to update and reorganize the duties and responsibilities of the Public Affairs Committee
18. Good of the Order
19. Announcements
20. Adjournment

Please be advised that public comments will be limited to five (5) minutes per person, and that any one

topic may not be discussed for more than 15 minutes.

We acknowledge that we are on the traditional land of the Peoria, Kaskaskia, Piankashaw, Wea, Miami,

Mascoutin, Odawa, Sauk, Mesquaki, Kickapoo, Potawatomi, Ojibwe, and Chickasaw Nations.

**Old Business**  **First Reading**

**Agenda Item:** A **10 November 2023**

**Author:** Senator Albino Rosales 

**Sponsor:**

**ENROLLED SENATE Resolution  55025**

**Fifty-Fifth Session**

**Summary:**  A resolution to amend the Constitution to add a beginning ceremony before each Senate meeting

**Legislation:**

WHEREAS,  official meetings have a parliament procedure to start their meetings with a ceremony.

WHEREAS,  Student Government Association of Northern Illinois University did opening beginning ceremony before each Senate meeting.

WHEREAS, The Student Government Association stopped the beginning ceremony before each senate meeting due to the ongoing COVID-19 global pandemic as the meetings went virtual for sometime

WHEREAS, The Student Government Association Senate has returned their Senate meetings in person. And has not done an opening  ceremony since the beginning of the COVID-19 Pandemic.

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the constitution be amended to the following.

**Section 3.  Senate Meetings**

A.  The time, date and place of regular meetings shall be decided upon by the Senate, or in the event the Senate does not decide, then the Speaker shall decide.  If the regular meeting time of the Senate shall fall during an academic recess or during final examinations then the Speaker shall decide the time, date and place of the next meeting.  These shall constitute regular meetings.

B.  At the written request of seven (7) Senators or the President, a Senate special meeting must be called within ten (10) calendar days of receipt of the request, at a time, date and place to be decided upon by those calling the meeting.  A special meeting request must be turned into the Speaker and President.  These shall constitute special meetings.  All special meetings must be held on the main campus of NIU.  Whoever calls the special meeting must give notice to the President, Vice President, Treasurer, and all senators by mail and telephone at least three (3) calendar days prior to the meeting.  No special meeting shall commence before noon, nor shall a special meeting commence after eight o'clock, post meridian (8:00 p.m. CST).

C.  All regular and special Senate meetings must be attended by all senators and missing any regular Senate meeting shall count as an absence.  Any senator having three (3) absences during a single semester or five (5) absences during their one-year term of office from regular Senate meetings or from regular Senate committee meetings shall be considered removed from office and shall be so notified.  Absences from committee meetings by senators may be counted towards the total number of absences listed above.  The Bylaws shall list which committee meetings shall count as required.  The Speaker shall notify the Senators of their absences. SGA Senators missing a regular, special, or committee meeting may file a petition with the Speaker for the absence to be excused.  The Speaker may excuse an absence for the reasons including, but not limited to, illness, official University business, or academic commitments.  Excused absences shall not count towards a Senators absence tally as described in Article IV, Section 3. Paragraph C, of this Constitution.

D.  Quorum for the Senate shall consist of a majority of the total number of filled Senate seats.

E. To have a opening ceremony in the beginning of the Senate meetings after the meeting is called to order following the process described in the Operating manual.

***This act is ordered to take immediate effect.***

**Old Business**  **First Reading**

**Agenda Item:**  **B** **01 December 2023**

**Author:** Senator Albino Rosales, and Deputy Speaker English 

**Sponsor:** Senator Albino Rosales

**ENROLLED SENATE Resolution  55028**

**Fifty-Fifth Session**

**Summary:**  A resolution to amend the Operators manual to include a sample schedule along with specifics of how the opening ceremony is to be held

**Legislation:**

WHEREAS,  official meetings have a parliament procedure to start their meetings with a ceremony.

WHEREAS,  Student Government Association of Northern Illinois University did opening beginning ceremony before each Senate meeting.

WHEREAS, The Student Government Association stopped the beginning ceremony before each senate meeting due to the ongoing COVID-19 global pandemic as the meetings went virtual for sometime

WHEREAS, The Student Government Association Senate has returned their Senate meetings in person. And has not done an opening ceremony since the beginning of the COVID-19 Pandemic.

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the operating manual be updated to include the following be amended to the following.

**XXI**

**\_\_\_**

**Senate Meeting Schedule Guideline**

The senate should produce and hand out the agenda prior to the meeting start to members of the public in the audience. The Senate shall have their meetings follow a schedule similar to the one provided below;

1. Call to Order
2. Roll Call
3. Verification of Quorum
4. Opening Ceremony
   1. Pledge of Allegiance \*
   2. Land acknowledgement \*\*
5. Public Comments
6. Approval of the Minutes
7. Approval of the Agenda
8. Speaker’s Report
9. Special Report(s)
10. Office of the Speaker Report(s)
11. Committee Report(s)
12. Executive Reports(s)
13. Cabinet Report(s)
14. Old Business
15. New Business
16. Good of the Order
17. Announcements
18. Adjournment
19. Roll Call
20. Closing Ceremony

\*\* the current iteration of the land acknowledgement is as follows; We acknowledge that we are on the traditional land of the Peoria, Kaskaskia, Piankashaw, Wea, Miami, Mascoutin, Odawa, Sauk, Mesquaki, Kickapoo, Potawatomi, Ojibwe, and Chickasaw Nations. the land acknowledgement should be updated as required.

***This act is ordered to take immediate effect.***

**Old Business First Reading**

**Agenda Item: C** 1 December 2023

**Author:**  Deputy Speaker English

**Sponsor: Deputy Speaker English**

**ENROLLED SENATE RESOLUTION 55031**

**Fifty-Fifth Session**

**Summary:** A resolution to recognize student organizations.

**Legislation:**

WHEREAS, the Organization Oversight Committee has granted the below student organizations temporary recognition and;

WHEREAS, the Senate has the Responsibility to approve of official recognition for student organizations;``

THEREFORE, the students of Northern Illinois University represented in this Senate hereby grant official Student Government Association to;

1. Intercultural Student Organization
2. Engineering Design and Modeling Club
3. Huskie Student Bowling Club
4. Jazz education Network
5. Vietnamese Student Association
6. English Graduate Student Association
7. Underground Networking Organization

***This act is ordered to take immediate effect.***

Old Business First Reading SR55032

Agenda Item: D

Author: Jeremy Yuen

Sponsor: Jeremy Yuen

Fifty-Fifth Session

Summary: A resolution to clarify the office hours for both legislative and executive branches for paid position holders and applicants to know the number of hours needed with regards to working that position

Legislation:

WHEREAS, Part I, Article III, §4.C3 of the Student Government Association Bylaws states that “Shall maintain scheduled office hours as set by the Chief of Staff.”; and

WHEREAS, Part I, Article III, §4.C4 states that “Shall keep office hours, defined as work conducted during the normal business hours of the Student Government Association.”; and

WHEREAS, Part I, Article II, §2 has no mention of office hours; and

WHEREAS, certain positions within the SGA are paid positions;

THEREFORE, the office hours of SGA shall be at a minimum of five hours; and

THEREFORE, the office hours of SGA shall be monitored until accordance with HR policies; and

THEREFORE, the office hours of SGA labeled within the bylaws shall be changed with immediate effect of changes made with the office hours within the contracts

This act is ordered to take immediate effect.

**New Business First Reading**

**Agenda Item: A** 26 January 2023

**Author:**  Speaker Hensley

**Sponsor: Speaker Hensley**

**ENROLLED SENATE RESOLUTION 55033**

**Fifty-Fifth Session**

**Summary:** A resolution to confirm director appointments

**Legislation:**

WHEREAS, Part I, Article III, §4.A of the Student Government Association Bylaws states that “The Student Government Association Cabinet is created by the President and exists for the purpose of assisting the president in the performance of their duties and responsibilities”; and

WHEREAS, Part I, Article III, §4.B states that “All Directors shall be appointed by the President or Vice President and confirmed by the Senate”; and

WHEREAS, President Olivia Newman has appointed Kavya Joshi to serve as Director of Academic Affairs; and

WHEREAS, “Only the Senate shall have the power to authorize a person to be paid from student fee monies”;

THEREFORE, the students of Northern Illinois University represented in this Senate hereby approve of Kavya Joshi to serve as Director of Academic Affairs.

***This act is ordered to take immediate effect.***

**New Business First Reading**

**Agenda Item:**  B  **26 January 2024**

**Author:**  **Clerk Corpuz**

**Sponsor: Clerk Corpuz**

**ENROLLED SENATE BILL 55012**

**Fifty-Fifth Session**

**Summary:** A bill to change the way SGA handles its HR policy and any changes to the corrective action procedure

**Legislation:**

WHEREAS, SGA bylaws require steps to take for corrective action; and

WHEREAS, SGA’s Constitution reflects the corrective action procedure, listed in the NIU bylaws, required for any violations of NIU policy; and

WHEREAS, SGA’s current HR policy is now centrally located in SGA Bylaws to make updates easier; and

WHEREAS, SGA’s Article IV, Section 3 states what corrective actions are required to take for any violations, regarding SGA; and

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate

shall have the power to create and amend the SGA Bylaws”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the following the Bylaws will be amended to the following in Part II;

**PART I**

**Article IV**

**CANDIDATE QUALIFICATIONS AND EXPECTATIONS**

**Section 3**

**Corrective Procedures**

1. The Student Government Association shall conduct itself in accordance with university policies and procedures related to human resources and employee management insofar as they do not conflict with the policies detailed below or in other governing documents of the SGA. In addition to compliance with these policies, failure to uphold the duties and responsibilities set forth in this and other SGA governing documents shall result in corrective action focused on accountability, cooperation, and personal growth in leadership. Officers of SGA should conduct themselves appropriately and with the understanding that they are representatives of the NIU student body. Corrective action may only be taken towards supervisees by supervisors. No retaliatory or discriminatory corrective action may be taken under any circumstances.
2. Corrective action shall follow a four-step process: verbal warning, written warning, suspension, and termination. Supervisors may only act when infractions are demonstrable. A written summary letter of each action taken shall be sent to the offending SGA officer as part of the procedure, and any relevant parties shall be informed. Templates for summary letters may be found in the Appendix of the SGA Operating Manual.
   1. Verbal warnings shall be issued verbally upon confirmation of a minor violation of SGA policies. Minor violations are those that do not significantly interfere with the function of the SGA, and might consist of missing staff reports, failure to report to the Senate, failure to attend required meetings, or any number of other infractions. The issuing supervisor shall collect a signature at the time of the warning. Refusal to sign the verbal warning or refusal to meet with an SGA supervisor to sign the verbal warning shall automatically escalate the verbal warning to a written warning.
   2. Written warnings shall be issued in writing upon confirmation of a more serious violation, or if the SGA officer fails to modify their behavior after a verbal warning and violates the same policy again after a minimum of 5 business days. Serious violations might include, but are not limited to, improper office conduct, missing or late agendas or minutes, irresponsible or unethical use of SGA position, or violation of the NIU Student Code of Conduct. The officer shall return a signed copy of the warning to the supervisor within two (2) weeks of receipt. Refusal or failure to sign a written warning shall result in a second written warning.
   3. Suspension shall be a temporary removal from one’s position and duties, issued in writing, without pay if applicable. The length of suspension shall be determined at the discretion of the supervisor in coordination with the SGA Advisor. Suspension shall include an action plan, created by the supervisor, SGA Advisor, and SGA officer, detailing practical steps to improvement and a timeline. Matters that may necessitate suspension include, but are not limited to, repeated offenses following a written warning after a minimum of 5 business days, violations of SGA election policy, abuse of the privileges of office, or major violations of the SGA Code of Conduct. Accumulation of three or more written warnings for unrelated policy violations shall result in an automatic suspension upon any further violations. A suspension shall begin on a pre-selected date at the discretion of the supervisor in coordination with an SGA Advisor and must be served for the full amount. The suspension cannot be served on days that are considered to be breaks during the school year or days that the school is not open. If a break occurs during a suspension, the period of time spent on break does not count as part of the suspension and the suspension will continue once the break is over. All duties and responsibilities, as well as pay, shall resume at the conclusion of the suspension period.
   4. Termination shall be a last-resort action resulting in removal from one’s SGA position, delivered in writing, taken by a supervisor upon confirmation of continued violation of SGA policies, failure to uphold the steps of an action plan according to its timeline, or a violation so serious that no corrective action is possible, such as intentional mismanagement of SGA funds. Termination by a supervisor shall result in a loss of pay, when applicable. All terminations must include an exit meeting between the supervisor, SGA officer, and SGA advisor. Supervisors shall author a piece of legislation to be presented to the Senate for a vote of removal from office. Should this legislation fail, the officer may choose to continue working without pay. Officers who receive stipends shall be paid a prorated amount proportional to their time worked.
3. SGA shall remain current to NIU policies regarding corrective action and shall update the corrective action procedure to reflect university policies. Any changes in university policies regarding corrective action or the corrective action procedure shall be written as legislation to be presented to the Senate. Should the legislation fail, the corrective action procedure will continue to follow the most current SGA Bylaws corrective action procedure.

***This act is ordered to take immediate effect.***

**New Business**   **First Reading**

**Agenda Item:**  C  **26 January 2024**

**Author:**  **Clerk Corpuz**

**Sponsor: Clerk Corpuz**

**ENROLLED SENATE BILL 55013**

**Fifty-Fifth Session**

**Summary:** A bill to allow the Deputy Speaker to speak on behalf of SGA as a spokesperson for SGA

**Legislation:**

WHEREAS, press and other related constituencies may ask for a comment from a senator about SGA; and

WHEREAS, SGA recommends to senators to allow SGA supervisors and SGA advisors to make comments or statements on behalf of SGA; and

WHEREAS, allowing the Deputy Speaker to act as another spokesperson on behalf of SGA helps the Speaker; and

WHEREAS, the Deputy Speaker should only speak on behalf of SGA Senate alongside the Speaker; and

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate

shall have the power to create and amend the SGA Bylaws”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the following the Bylaws will be amended to the following in Part II;

**PART I**

**Article II**

**Legislative Branch**

**Section 1**

**Duties and Responsibilities of the Senate**

O. The Speaker shall have the authority to appoint the Deputy Speaker of the Senate. The Deputy Speaker shall:

* 1. Be a currently elected Senator appointed by the Speaker of the Senate and confirmed by the Senate via a simple majority vote.
  2. Be confirmed by the Senate no earlier than the first scheduled meeting of the academic year.
  3. Provide oversight and direction to the Senate Chairs by coordinating overall activities of the chairs, and meeting with individual chairs one on one once every month, and Senators once every two months.
  4. Shall create and administer leadership quizzes to ensure all elected legislative positions are equipped with sufficient comprehension of Robert’s Rules of Order and other knowledge deemed by the Deputy Speaker important to hold the role.
  5. Assist the Speaker of the Senate in the execution of duties.
  6. Shall temporarily carry out the duties and responsibilities of the Speaker of the Senate when directed by the Speaker or in the absence of the Speaker.
  7. Shall become Acting Speaker if at any time the Speaker shall resign, be removed, or otherwise leave office before the end of the term.
  8. Maintain chair office hour records to ensure proper conduct of Senate committee chairs.
  9. Shall serve on the Committee on Rules and Procedures and as vice chair of the committee.
  10. Shall collect, record, and verify all Senator outreach campaigns to their respective constituencies.
  11. Shall be a paid position.
  12. Shall prepare weekly staff reports to be given to the Speaker of the Senate in addition to being placed on the SGA website.
  13. Shall serve as one of the main spokespersons for the SGA Senate alongside the Speaker for any press releases or statements made to the press, in regards to the SGA Senate
      1. At the discretion of the Speaker.
      2. If a comment or statement is requested, when answering the Deputy Speaker must objectively speak on behalf of the SGA Senate.

***This act is ordered to take immediate effect.***

**New Business**   **First Reading**

**Agenda Item: D**  **19 January 2024**

**Author:**  **Clerk Corpuz, Senator Khanjian**

**Sponsor: Clerk Corpuz, Senator Khanjian**

**ENROLLED SENATE RESOLUTION 55034**

**Fifty-Fifth Session**

**Summary:** A resolution to update the bylaws to update and reorganize the duties and responsibilities of the Public Affairs Committee

**Legislation:**

WHEREAS, the SGA Bylaws description of the Public Affairs Committee are disorganized and do not make sense in the current order; and

WHEREAS, the description of the committee is not the initial point to be made under the subsection; and

WHEREAS, fixing the order of importance of the committee allows the committee to function with or without a Director of Public Affairs

WHEREAS, Article IV, §1.B of the Student Government Association Constitution states that, “The Senate shall have the power to create and amend the SGA Bylaws”;

THEREFORE, the students of Northern Illinois University represented in this Senate enact that the bylaws be changed to the following:

**PART I**

**Article II**

**Legislative Branch**

**Section 4**

**Senate Standing Committee Duties and Responsibilities**

1. Committee on Public Affairs
   1. ~~The committee shall assist the Director of Public Affairs in publicizing the SGA and its initiatives~~
   2. ~~The committee shall assist the Director of Cultural Affairs in promoting diversity and inclusiveness.~~
   3. ~~The committee shall design a proposal for an annual information campaign to educate the c The information will be sent to the President of the SGA for review, modification, and consent prior to implementation by the Director of Public Affairs. The proposal must include cost estimates of the entire plan and its parts.~~
   4. ~~The committee shall plan and execute at least one informational campaign each year that is geared toward recruiting Senators-at-large to fill vacant seats when necessary. Informational campaign(s) must aim to recruit a diverse group of students to reflect the student body. Campaign(s) must be submitted to the Speaker for final review prior to implementation and must not interfere with spring elections.~~
   5. ~~The committee shall plan and implement community service projects for the Student Government Association to participate in.~~
   6. ~~The committee shall plan, implement, or aid in projects that help inform and educate the student body about diversity and inclusivity.~~
   7. ~~The following members of the Student Government Association shall attend meetings of the Committee and participate as non-voting ex-officio members to give reports and hear the opinions of the Committee members: Director of Public Affair~~
2. The Committee of Public Affairs shall be concerned with the proper advertisement and publicizing the Student Government Association to students.
3. The Committee shall collaborate with other SGA committees to advertise upcoming and future SGA-sponsored events.
4. The Committee shall plan and implement community service projects for the Student Government Association to participate in.
5. The Committee shall plan and execute at least one informational campaign each year that is geared toward recruiting Senators-at-large to fill vacant seats when necessary. Campaign(s) must be submitted to the Speaker for final review prior to implementation and must not interfere with spring elections.
6. The Committee of Public Affairs shall assist the Director of Public Affairs, when applicable, in publicizing the Student Government Association and its initiatives.
7. The following members of the Student Government Association shall attend meetings of the Committee and participate as non-voting ex-officio members to give reports and hear the opinions of the Committee members: Director of Public Affairs
8. The Committee shall design a proposal for an annual information campaign to educate the student body about the services and programs offered or supported by the Student Government Association. The information will be sent to the President of the SGA for review, modification, and consent prior to implementation by the Director of Public Affairs.

***This act is ordered to take immediate effect.***