

**ASSOCIATED STUDENTS OF THE UNIVERSITY OF WASHINGTON**

**RULES OF THE STUDENT SENATE**

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## **Rule I. The Agenda Section**

### 1. Section 1. Standard Agenda

- a. The following are standard agenda items that the agenda may refer to by title only:
- b. Land Acknowledgement, during which the Senate Chair or their designee shall call for or lead the land acknowledgement protocol.

The ASUW Student Senate acknowledges the Indigenous peoples of this land, and the land which touches the shared waters of all tribes and bands within the Suquamish, Tulalip, and Muckleshoot nations, and the Duwamish peoples, whose land our university currently occupies. It is our role and responsibility as guests to understand how our impact entangles the caretakers.
- c. Announcements, during which Senators may make general announcements of two-minutes or less each;
- d. Speaker's Report, during which the Speaker or designee shall address the Senate;
- e. Vice Speaker's Report, during which the Vice Speaker or designee shall address the Senate;
- f. Membership Coordinator's Report, during which the Membership Coordinator or designee shall address the Senate;
- g. Board of Directors Report, during which members of the Association's Board of Directors or designees shall address the Senate and answer questions;
- h. Forums, during which named individuals or groups shall address the Senate and answer questions;
- i. New Business, during which each item on the First Reading calendar shall be considered in order of placement;
- j. Committee Meetings, during which the Senate shall resolve into one or more committee meetings;
- k. Old Business, during which each item on the Second Reading calendar shall be considered in order of placement;
- l. Requests for Information, during which Senators may make motions formally requesting information pursuant to the Association Constitution;
- m. Adjournment.

2. The standard agenda items, in the order that they are listed in this Section, shall constitute the standard agenda.

### Section 2. Drafting of the Agenda

- A. The Speaker shall present a draft agenda for each Senate meeting, based on the standard agenda in Section 1

of this Rule, to the Committee on Steering.

B. The Committee on Steering shall approve the Speaker's draft agenda, or shall approve the draft agenda with amendments.

C. The Committee on Steering may attach to the agenda Special Rules for the consideration of any legislation or agenda item. These Special Rules may suspend any provision of these Rules or the Parliamentary Authority of the Senate to the extent possible by a normal motion to suspend the rules. Special Rules having the same effect may also be passed by the Senate in the form of Organic Acts, but shall not be attached to the agenda.

### Section 3. Approval of the Agenda

The agenda approved by the Committee on Steering, or the Standard Agenda if no agenda has been approved, shall be presented to the Senate immediately after each new Senate meeting is called to order, and the motion to adopt the agenda presented shall be considered made. The agenda presented to the Senate may be adopted, adopted with amendments, or rejected by the Senate; provided, that Special Rules attached to the agenda by the Committee on Steering shall not be subject to amendment or division.

### Section 4. Amending the Agenda

Once an agenda has been approved by the Senate, it may only be departed from or amended by a motion to suspend the rules.

### Section 5. Miscellaneous Provisions

A. For the purpose of the precedence of motions only, items on the agenda shall be considered to have the precedence of main motions, unless the context clearly requires otherwise.

B. Individual pieces of legislation shall not be placed on the agenda under New Business or Old Business, which shall instead consist of the First and Second Reading calendar in order of placement, respectively; provided that the Speaker includes the legislation number and title on the agenda.

C. The agenda may specify a time limit on the consideration of any item or a time at which consideration of an item will begin or end, but the previous question shall not be considered ordered upon the expiration of time.

Notwithstanding Section 4 of this Rule, the recommendation of the Speaker shall reduce to a simple majority the threshold required for passage of a motion to suspend the rules and

alter time limits.

D. When the agenda provides for adjournment or the question of adjournment, whether or not such provision is accompanied with a specific time, the provision shall be treated as an instance of the privileged motion to adjourn. The question of adjournment shall be put to the Senate; and if the question is rejected, the provision shall be without further operation and the Senate shall return to the previous order of business. Prior to putting the question of adjournment, the Speaker shall recognize one proponent and one opponent of the question for thirty seconds of debate each.

## **Rule II. Debate**

A. Debate shall be open to Senators, who shall have priority in recognition; members of the Association; and any other individual recognized by the Speaker.

B. On the demand of any Senator, no individual shall be recognized for debate more than twice on any question or for longer than ten minutes per recognition.

C. Senators may yield their speaking time to any other individual on the floor, who may only yield back to the original speaker.

D. Any otherwise non-debatable motion may, upon objection, be debated for thirty seconds by the mover and thirty seconds by an objector. This clause shall not apply to the motion for a division of the assembly.

E. The Senate may direct the use of a Speaker's List for any particular agenda item, wherein:

1. Members of the Association may have prior claim to recognition.

2. The Speaker may decline to recognize the first member to seek recognition after the floor is yielded.

3. Rules regarding recognition of multiple members simultaneously seeking recognition shall be implemented by the Speaker via placement of members on a written queue.

4. A Motion to Exhaust the Speaker's List shall be

in order as a form of the Motion to Limit Debate.

#### F. Well Access

1. The number of proponents permitted in the well for a specific item of legislation shall be limited to five (5).
2. Additional individuals who have worked on the item of legislation shall be permitted to sit in the front row.
3. Proponents permitted in the well shall be allowed to yield time under their control to any other proponent in the chamber.

### **Rule III. Introduction of Legislation**

- A. All legislation must be submitted online using the Senate website unless the Speaker determines that technical limitations preclude its use.
- B. At any time prior to final passage, the Speaker or Vice Speaker may make style, formatting, grammatical, and technical amendments to legislation; provided, that any aggrieved Senator shall have the right to appeal decisions to the full Steering Committee or to the Senate.
- C. Legislation shall be added to the First Reading calendar twenty-four hours after its introduction.
- D. The submission of legislation shall be considered adequate prior notice for the purposes of any provision of the parliamentary authority of the Senate requiring prior notice.
- E. Legislation may be amended or withdrawn at the discretion of its sponsor prior to the beginning of the legislation's First Reading consideration on the Senate floor. Legislation amended in this manner shall not be considered by the Senate until at least twenty-four hours after the amended text is made available on the Senate website.
- F. At any time prior to taking up an item of legislation on the First Reading calendar, the Senate may order, by the

concurrence of two-thirds of the members voting and present, that the item of legislation be considered in an expedited manner. Upon such order, the legislation shall be immediately advanced to the Second Reading calendar. Notwithstanding any other rule, legislation considered in this manner must be read in full on the floor.

#### **Rule IV. Committee Consideration of Legislation**

A. Each standing committee shall maintain its own calendar for consideration of legislation. All other committees, having legislation referred to them, must consider it immediately.

B. Committees may report legislation to the Senate with either a favorable, an unfavorable, or a neutral recommendation. Committees may also report legislation without a recommendation with the concurrence of two-thirds of the voting and present membership of the committee.

C. Committees, having chosen to report legislation, may select members of the committee to give the majority and minority report. Members may only report for the side on which they voted.

D. Amendments to legislation recommended in the report of the committee shall be deemed adopted at the time such report is read by the committee chair or designee on the Senate floor; provided, that the divisible question of adopting the committee amendments may be raised by the objection of any member.

#### **Rule V. First Reading Consideration of Legislation**

A. When the Senate first takes up a piece of legislation on the First Reading calendar, the Speaker shall direct that the sponsor, or a cosponsor in the absence of the sponsor, read the legislation verbatim. If no sponsor or cosponsor is present, the legislation shall be postponed until the next meeting of the Senate.

B. After reading the legislation, the sponsor or cosponsor shall be recognized for ten minutes to review the legislation, and on such recognition clause B of Rule II shall not apply during the consideration of the legislation.

C. After the sponsor or cosponsor concludes reviewing the legislation, the Speaker shall recognize individuals for debate and motions. Debate on the legislation shall consist only of questions to the sponsor or cosponsor, which may not

be argumentative and shall be limited to explanatory or implication questions.

D. At any point during First Reading consideration, any Senator may move that the legislation be referred to a committee. Upon adoption, such motion shall take effect at the conclusion of First Reading consideration.

E. First Reading consideration of the legislation shall conclude when debate and motions are exhausted or the motion to close debate is adopted.

#### **Rule VI. Second Reading Consideration of Legislation**

A. The Second Reading calendar shall consist of legislation in the following order:

1. Legislation vetoed by the Association Board of Directors, and on which an override vote or further consideration has been demanded by the Committee on Steering or Senate, in ascending chronological order of the demand for further consideration.

2. Legislation recommitted to the Senate by the Association Board of Directors in ascending chronological order of recommission.

3. Legislation upon which the Senate has ordered expedited consideration pursuant to Rule III.

4. Legislation that has completed First Reading consideration and has been reported by all committees that it was referred to, if any, in ascending chronological order of completion or reporting.

B. When the Senate first begins consideration of a piece of legislation on the Second Reading calendar, the Speaker shall direct that the sponsor, or a cosponsor in the absence of the sponsor, read the legislation verbatim; provided, that if the text of the legislation has been distributed to Senators in advance, the legislation need not be read when moved. If no sponsor or cosponsor is present, the legislation shall be postponed until the next meeting of the Senate.

C. After the legislation is read, the Speaker shall call for the majority and minority committee reports. If either the majority or minority report does not exist, the Vice Speaker shall provide an objective review of the

legislation.

D. After the committee reports are given, the sponsor or cosponsor shall be recognized for ten minutes to present the legislation and give arguments in favor its passage, and on such recognition clause B of Rule II shall not apply.

E. After the sponsor or cosponsor concludes presenting the legislation, the Speaker shall recognize individuals for general debate and motions.

F. Legislation again considered on the Second Reading calendar by way of veto or recommission by the Association Board of Directors shall be considered as though on its first Second Reading, except that the committee report shall be replaced by a report from the Vice Speaker.

#### **Rule VII. Voting Procedures**

A. Votes for questions on which a division of the assembly is requested shall be counted and recorded by electronic voting device. The votes of each Senator on each question may be displayed on the projector.

B. In the event that electronic voting devices are not functioning, the Speaker may instead order that the division of the assembly be decided by counting hands.

C. Ten (10) percent of the present and voting Senators shall be sufficient to order a roll call vote on any question, except the question of ordering a roll call vote. A motion to order a roll call vote shall be privileged and non-debatable.

D. The voting records of individual Senators shall, to the extent that such records exist, be maintained by the Senate Administrative Assistant and made accessible on the Senate website. Authentication via the UW NetID service shall be required for access.

E. The Senate may order suspension of clause D of this Rule on a particular question by simple majority.

#### **Rule VIII. The Legislative and University Agenda**

## Section 1. In General

- A. The provisions of this Rule shall apply only to resolutions that adopt or amend the Legislative Agenda, and to them shall apply notwithstanding Rules V and VI.
- B. Before both First Reading and Second Reading consideration, the Vice Speaker shall summarize the provisions of this Rule to the Senate and answer any questions arising therefrom.
- C. The agenda shall be considered one agenda point at a time during initial consideration.

## Section 2. First Reading Consideration

- A. Legislation regarding the Legislative Agenda originating from the Legislative Steering Committee shall be jointly presented by the Senate liaison to the Legislative Steering Committee and a representative from the Office of Government Relations.
- B. Legislation submitted by Senators shall be presented by the sponsor.
- C. The presentation shall include a rationale for the legislation, any relevant history, and possible legislative situations where the item may be applied. Explanatory questions from the floor shall be answered by the presenters.

## Section 3. Second Reading Consideration

- A. Presenters during Second Reading consideration shall be the same as under First Reading consideration. If adoption of the legislation would create a completely new Legislative Agenda or University Agenda a roll call vote shall be conducted.
- B. Following approval of the legislation, the Vice Speaker shall present a final copy to the Board of Directors.
- C. Upon passage by the Senate, Legislative and University Agenda amendments or adoption shall then follow the approval process provided for by the Association Bylaws.

## **Rule IX. Constitutional Amendment Proposals.**

A. This Rule shall apply to all legislation that, upon passage, would have the effect of exercising the Senate's power to directly submit a constitutional amendment to the membership of the Association for their approval or disapproval.

B. The Vice Speaker shall inform the Association Board of Directors of the passage of any applicable legislation. In the event that the Board of Directors does not refer the legislation back to the Senate within two weeks of its passage, or in the event that the Senate concurs in the passage of the legislation for the third time, the Vice Speaker shall certify the legislation in its final form and submit it to the Student Activities Office for placement on the ballot.

## **Rule X. Special Committees**

- A. Creation of a Special Committee shall be selected with the approval of the Senate through a resolution with its structure and duties outlined
- B. The Chair and Vice Chair of the Committee shall be selected in the same procedure as a standing committee chair.

## **Rule XI. Senate Awards**

A. Annual awards shall be bestowed during the final meeting of Spring Quarter. To be eligible for these awards, Senators must have served as a Senator for at least two quarters. If it is determined that no suitable candidate can be found for an award, that award shall not be bestowed. Annual awards shall consist of the following:

1. One Speaker's Award decided by the Speaker. Candidates should exhibit an unparalleled dedication to Senate.
2. Up to two Steering Committee Awards decided by the Committee on Steering. Candidates should exhibit qualities of an excellent participant in Senate, which may include consistent attendance, participation, research, oratory, commitment, leadership, and achievement.
3. Any additional awards that the Speaker and Committee on Steering shall concur in awarding.

B. The Committee on Steering may, from time to time and at their sole discretion, issue awards for meritorious Senate service. These awards may include, but are not limited to, Senator of the Month and Senator of the Quarter awards.

### **Rule XIII. Bylaws and Rules Amendments**

A. This Rule shall apply to all amendments proposed to the Senate Bylaws or Rules.

B. All amendments shall be submitted in writing and in the form of an Organic Act and shall be added to the First Reading calendar twenty-four hours after its introduction.

C. Consideration by the Committee on Steering

1. All amendatory legislation shall be referred to the Committee on Steering automatically upon the conclusion of First Reading consideration.

2. The Committee on Steering shall first consider a piece of amendatory legislation at the meeting immediately following its submission, except that legislation introduced or amended less than twenty-four hours before the start of a Committee meeting may be postponed until the following meeting of the Committee.

3. The Committee on Steering shall not vote on reporting a piece of amendatory legislation to the full Senate until twenty-four hours have elapsed from the time that the legislation is first considered at a committee meeting; provided, that this requirement may be waived with the concurrence of two-thirds of the voting and present membership of the committee.

4. The Committee on Steering may amend amendatory legislation directly, and the Senate shall not consider any amendatory legislation reported without recommendation of the Committee.

5. Upon a report with recommendation by the Committee on Steering, the Vice Speaker shall, in consultation with members of the Committee, prepare a written statement outlining the positive and negative consequences of the amendatory legislation. A formal recommendation from the committee may be considered as favorable, unfavorable, or neutral. This requirement shall apply even if the legislation was reported unanimously. The Vice Speaker shall present the written statement of consequences to the Senate before any vote on final passage of the amendatory act is held.

6. Upon a report with recommendation by the Committee

on Steering, the amendatory legislation shall be added to the Second Reading calendar

D. The Vice Speaker shall inform the Association Board of Directors of the passage of any amendatory legislation.

E. Unless otherwise explicitly provided by a piece of amendatory legislation, the Senate officer charged with updating governing documents shall have authority to add, remove, or update cross-references and numbering as if such amendments had been included in the legislation.

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**Last modified:**

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