

STUDENT GOVERNMENT ASSOCIATION
Student Senate Orientation Meeting
August 26, 2015

Madison Kahl, President
Diana Howell, Senate Chair

- Call to Order: 6:00
- Senate/SGA Executive Committee Introductions:
 - Diana Howell: Senate Chair
 - Morgan Chance: Senate Secretary
 - Madison Kahl: President of the Senate
 - Tristan Smith: Sergeant at Arms
 - Jennings Hardee: Parliamentarian
 - Rachel Cross: Chief Justice of the Judicial Branch
 - Kennan Smith: Student Government Treasurer
 - Matthew Morris: Senate Lobbyist
 - Mariah Beane: Student Services Director
 - Lori Eller: Senate Lobbyist
 - Will Freeman: Student Government President
 - Bethany Vanhooser: Chief of Staff
 - Abigail Brumfield: Student Government Advisor
- Officer Reports:
 - Kennan Smith: Funding request information. There will be small meet and greets with your constituency that will require candy and other materials. The form is on VolLink. If you go to the forms tab, you will find the financial request form. Fill out the form and it goes directly to Kennan. She will either approve or deny it. Talk to Diana Howell, Senate Chair, or Madison Kahl, President of the Senate, first if possible.
 - Madison Kahl: The Student Government Association Office is located in Dunford Hall. There is an open door policy to talk about ideas for bills or anything else. She is looking forward to a productive year. Then she had each Senator introduce themselves with their name, constituency, and what they did this summer. In the packet is the list of dates for meetings and Development Days. Development Days were created because Senators wanted a more casual way to interact with their fellow Senators. Development Days can also be used for brainstorming with other Senators. The first Development Day is October 13th. The dress code for Senate meetings are as follows: khakis and a collard shirt or sweater for men and a skirt or dress pants with a blouse. Senators need to dress nice for speakers. You can use your laptop during Senate meetings, but please do not do homework during the meeting out of respect for those presenting legislation or speaking during the meeting. A bill was passed last spring in regards to Constituency Hours for Residential senators. The hours were created to have a time in which constituents

could engage with their residential senators. Off Campus Senators contact Courtney Pearson in New Student and Family Programs about programs for Off Campus Students. Off Campus Senators and Academic Senators do not currently have constituency hours, but the Senate bylaws are currently under review, and hours could be added.

- Tristan Smith: Spoke about the proxy/absence rules and process. On page 7 of the orientation packet the complete set of rules can be found. Class cannot be used as an excuse for missing Senate meetings. If you have an exam scheduled for that time, that is a valid excuse. If you have any issues, please contact the Senate Executive Committee. Regarding unexcused absences, please consult the orientation packet. More than three absences will result in a meeting with Senate Exec. In terms of finding a proxy, First-Year Council can be used as a proxy if one cannot be found in your constituency. One week of notice before the Senate meeting is required.
- Jennings Hardee: General overview of Parliamentary procedure. A more in depth description of Parliamentary Procedure can be found on page four of the orientation packet. In terms of old business/new business, bills are supposed to be presented at one Senate meeting with technical questions and then tabled for the next week. When bills are presented the first time, they are “new business.” When bills have been tabled and are presented again at the next Senate meeting, they are considered “old business.” For all of the motions that can be made during a meeting, see page 5 of the orientation packet. A motion made with “Point of...” does not have to be seconded. “Point of...” motions are used to give more information about the topic or correct someone in a polite way if incorrect information is presented. “Motion to...” motions need to be seconded by another member of the Senate. “Motion to...” motions can be used to vote on a bill on first consideration, to end a meeting, etc. Really take advantage of the time between the presentation of a bill and voting on it. The time in between can be used to talk to your constituents about what they think in regards to the bill.
- Bill Writing Process with Senate Chair Diana Howell
 - Refer to page six of the orientation packet to see the full outline of the Bill Writing Process. Talk to your constituents first. It is very important that you do that. Specify something you want to improve. Do not make your idea too broad. Do your research. Communicate with those who can help you. Anyone from Senate Exec, SGA Exec, Administration, etc. can help you. Make sure to title your bill. Make sure to put your name, the date, and other necessary information. In the “whereas” part of the bill, state the facts regarding the current situation. In the “be it hereby resolved” part, state what you want changed or added. All bills must be submitted to Senate Chair Diana Howell the Tuesday before the next meeting by 5pm unless you have special permission from Senate Chair Diana Howell or President of the Senate Madison Kahl.
- Student Senate Mission Statement Brainstorming
 - Senate broke up into seven groups and brainstormed ideas for mission statements. Group 1’s ideas: transparency, communication, and efficiency.

- Group 2's ideas: goals improve campus life, use others as resources, make sure all corners of campus are represented by connecting with constituents. Group 3's ideas: more present on campus, have a better impact, have a meaningful impact, represent those who are not represented on campus, be more interpersonal, develop relevant legislation. Group 4's ideas: improve UT, represent everyone, connect, work well, build relationships, build relationships with admin and staff and officials. Group 5's ideas: reach to constituency, be "green," dining cater to students, make ourselves noticeable, PARKING, inclusive leadership. Group 6's ideas: productivity and selectivity, write legislation for constituency, working cooperatively together, help the student body grow, increasing invisibility. Group 7's ideas: enact legislation, stronger presence, quality over quantity.
- The Student Senate then came together and created this mission statement for the Student Senate 2015-16: "In light of the Volunteer Spirit, the mission of the 2015-2016 Student Senate is to foster the growth and change of the entire student body through relevant legislation by increasing our engagement and cultivating an inclusive campus culture."
 - Meet Your Senator Week from Senate President Madison Kahl
 - Information on Meet Your Senator Week can be found on the last page of the orientation packet. Senators met with other senators in his/her constituency to plan events/tabling for Meet Your Senator Week. Senate Chair Diana Howell needs to know the plans for Meet Your Senator Week by September 4. Please let Kennan know about what funding is necessary for Meet Your Senator week. Senate/SGA Exec can help with booth/tabling. The tentative week for Meet Your Senator Week is September 14th-18th.
 - Next Senators separated by constituency to discuss Meet Your Senator Week and bill ideas.
 - Announcements:
 - Diana: Senate bylaws meeting on Friday at 2:30pm
 - Madison: Make sure everyone is on the Facebook group. Make sure everyone is getting emails from Madison and Diana. The Senate luncheon is scheduled for September 8. Open seats will be discussed at the next Senate meeting.
 - Morgan: Howard H. Baker Center's Constitution Day is September 17. Come by and sign a copy of the Constitution and register to vote! We will be on Pedestrian and possibly the library.