

Senator Handbook

Spring 2023

Senatorial Duties

- Attend all SGA meetings and be attentive for the duration of the meetings
- Participate, as members appointed by the SGA Vice President, in SGA committees and attend all committee meetings
- Vote on all bills and legislation in the best interests of the SGA and the NMT student body
- Abide by the SGA Ethics Policy and Senatorial Point System that have been set forth in this handbook
- Be familiar with the SGA Constitution and Book of Law Be the voice of NMIMT students and bring forth any student concern

Things Every Senator Should Know

What follows is a list of everything that I expect the SGANMT Senate to know. These things are very obvious and also very important points in our functionality as a student government.

1. There are 21 voting members in the SGA Senate. 15 of which are upperclassmen, 3 of which are freshmen, and 3 of which are graduate students.
2. The constitution can only be amended during a general election and must be approved by the majority of the student body.
3. House Rules... KNOW them.
4. A bill officially becomes legislation after the president signs it, five days following approval from the SGA Senate.
5. A Senator can be removed from the Senate with a two-thirds majority vote. If the Senator has been attending meetings regularly, they can still be removed by being brought up at a meeting by, either 3 Senators and the Vice President, OR 5 Senators.
6. The SGANMT is responsible for roughly \$325,000 for the 2018-2019 Fiscal Year.
7. The Judicial Branch is composed of 1 Chief Justice and 4 Associate Justices.
8. All Senators, Justices, and Executive Cabinet Members are required to remain in Good Academic standing with NMIMT.
9. For general elections, the ballot box must be available for a minimum of 10 hours split between at least 2 days of a week.

10. Also for general elections, the election must be advertised for a minimum of 21 days prior to the Election Day.
11. In ANY election, no active campaigning is allowed within 100 feet of the ballot box.

Senator Point System

Each Senator in Good Standing can receive up to \$200 as a stipend for their work on the SGA Senate. This stipend is determined using a point system where one point corresponds to \$10.

Here codifies the point system to be used for this session:

- Each Senator shall start with 10 points
- Perfect attendance to SGA Senate meetings will result in gaining 5 points
- Excused absences up to 2 meetings will not affect points
- Attending all other meetings will result in gaining 3 points
- The third and all future excused absences will result in the loss of 1 point each time
- One unexcused absence will result in the loss of 2 points
- A second non-consecutive unexcused absence will result in the loss of 3 points
- Two consecutive or three non-consecutive absences will result in that Senator being brought up for removal from office and the loss of all points
- Filling out one Event Evaluation will be worth one point.

House Rules

To Do This	You Say This	May You Interrupt the Speaker?	Do You Need a Second ?	Is it Debatable?	Can it be Amended?	What Vote is Needed ?	Can it be Reconsidered ?
Introduce Business	"I move that..."	No	Yes	Yes	Yes	Majority	Yes
Amend a Motion	"I move to amend the motion by..."	No	Yes	Yes	Yes	Majority	Yes
Request Information	"Point of information"	Yes	No	No	No	No vote	No
Postpone Discussion for a Certain Time	"I move to postpone discussion until..."	No	Yes	Yes	Yes	Majority	Yes
Suspend Further Consideration of an Issue	"I move to table the motion..."	No	Yes	No	No	Majority	No
Call an Intermission	"I move to recess for..."	No	Yes	No	Yes	Majority	No
Adjourn Meeting	"I move that we adjourn..."	No	Yes	No	No	Majority	No
Time Limits	"I'd like to remind the speaker..."	Yes	No	No	No	No	No

Agenda	"I move to amend the agenda..."	No	Yes	Yes	Yes	Majority	Yes
More Time	"I move to grant more time..."	No	Yes	Yes	No	Majority	No
Ad Nauseum	"I motion to move past this point..."	Yes	Yes	Yes	No	Majority	No
With Prejudice	"I motion to...with prejudice"	No	Yes	Yes	No	Majority	Yes
Request of Interpretation	"I request an interpretation from the Supreme Court..."	No	Yes	No	No	2/3	No

Definitions

Time Limits: Defense of a Bill or Resolution has twenty (20) minutes unless extended. Any spare time can be given to the Question or Motion segment also consisting of twenty (20) minutes.

Agenda: The Agenda is set before the Senate meeting. If this Senate requires or is requested to do so they may Amend the Agenda.

More Time: If necessary the Senate may grant more time to a speaker or Senate member to finish their bill defense or line of questioning.

Ad Nauseum: If a Senate member is repeating themselves or using multiple metaphors to make the same point they may be deemed to be speaking Ad Nauseum and another member of the Senate may move to further a line of question, discussion, motions, or voting.

With Prejudice: To grant anything With Prejudice means to grant the party immunity or amnesty from the line of questioning or accusation. It will be permanent.

Request of Interpretation: To request that the Chief Justice or any presiding Justices make an interpretation of the Constitution or Book of Law in a capacity that affects the Senate or any party in session.

Legislative Bill Template

Below is a template for legislative bills. All pieces of legislation presented to the SGA Senate must follow this format. The italicized sections are to be replaced by the correct information.

A RESOLUTION PRESENTED TO THE STUDENT GOVERNMENT ASSOCIATION OF
NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

Title of Resolution: *write title here*

Author(s): *write author(s) name(s) and SGA positions here*

Sponsor(s): *write the name(s) of the people presenting the bill along with SGA positions here*

Date Presented to the Senate: *write the date of the meeting that this legislation will be presented*

Purpose: *write the purpose of your legislation here*

Resolution: *write the outcome you are seeking here*

Adopted by the SGANMT on the _____ day of _____, _____.

I hereunto set my hand in affirmation of the adoption of this legislation by the SGA senate:

Signature –SGA President

I hereunto set my hand in witness and certification of the adoption of this resolution by the SGA senate:

Signature – SGA Vice President