**Student Government Standing Rules**

**est. 2016/2017**

**Article I: Attendance**

Section I. Any senator with a conflict of attending the required meetings or events must email the judicial committee 1 week prior for excused approval of anticipated absence. If approved, notice must be sent to the VP of Operations and President Pro Tempe.

1. Criteria for excused absences are as follows:\*
   1. Academic (Class or Supplemental Instruction)
   2. Work
   3. NCAA Athletic team

\*The criteria listed above must be prearranged obligations where attendance is required.

1. Any other reason not listed in the criteria above is deemed excusable or inexcusable by the discretion of the judicial committee.
2. Appeals must be made to the senate at the next meeting. Procedures set forth in SGU Constitution, Article III, Section 9 shall be followed.

Section II. In case of emergency, notice as to why you missed must be submitted as soon as possible.

Section III. Three late arrivals to senate meeting will count as one unexcused absence.

Section IV. Lack of attendance at a mandatory meeting or event will count as an unexcused absence.

Section V. If one is unexcused from a meeting they will be subject to the following guidelines:

1. **First unexcused absence**: Speak with VP of Operations, Edson O’Neale, concerning lack of ability to uphold the duties of a senator along with a formal apology given to senate at the next meeting.
2. **Second unexcused absence**: Senator will be brought up for removal through vote of no confidence
3. Appeals must be made to the senate at the next meeting. Procedures set forth in SGU Constitution, Article III, Section 9 shall be followed.

**Article II: Duties of Senator**

Section I. To uphold Saint Leo University’s Core Values as well as its mission.

Section II. Make all efforts to fully represent the wants and needs of the student body that are beneficial to the enhancement of the University’s Core Values and mission.

Section III. Any meeting arranged by the VP of Operations or President Pro Tempe shall be mandatory for all senators.

Section IV. Leadership conference is mandatory for all senators.

Section V. All senators must attempt to attend all SGU hosted/co-hosted event per semester as your duty of SGU Senator.

1. Notice for any event will be provided at least 1 week prior.