



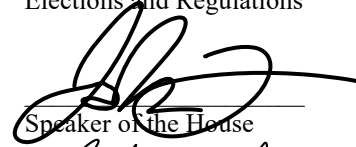
**House of Student Representatives
106th Session
Texas Christian University**

H.R. 106-11

Introduced By: Elections and Regulations

Action Taken: (PASSED 80%)

Certified By:


Speaker of the House

Date: March 20th, 2020

Duly Approved:


Student Body President

1 **“A Resolution to provide continuity to SGA during TCU’s COVID-19 response”**

2 Whereas: On March 19, 2020, TCU announced modifications to the standard method of
3 course delivery and the status of campus events for the remainder of the 2019-
4 2020 academic year due to the COVID-19 pandemic, and

5 Whereas: These modifications dictate that spring 2020 coursework will be completed
6 online and all on-campus events and activities will be canceled, and

7 Whereas: These modifications impact the operations of Student Government during the
8 Spring 2020 semester since students will not be on campus, and

9 Whereas: Operations such as House of Representatives and Frog Aides meetings, among
10 countless other regular meetings, will be impacted, and

11 Whereas: The 2020 Student Body Officer and House of Representatives Elections as
12 described in the Election Code previously passed by the House of Student
13 Representatives are also impacted, and

14 Whereas: Clarity is needed to help SGA members, candidates, and constituents adapt and
15 move forward during this time of change, and

16 Whereas: SGA’s governing documents and Election Code include small provisions to
17 help the organization adapt to times of change, and

18 Whereas: These provisions are not adequate to cover change as drastic as the changes
19 imposed by the University during the COVID-19 pandemic, and

20 Whereas: A more thorough plan and set of guidelines is needed to help clarify and outline
21 SGA’s operations, continuity of leadership, and elections for the remainder of
22 the Spring 2020 semester, and

23 Let it be resolved by the House of Student Representatives at Texas Christian University:

24 (1) In response to TCU's reaction to the COVID-19 pandemic, the Student
25 Government Association is temporarily modifying the organization's operations
26 to reflect the changes outlined in the attached appendix.

27 CC: Dr. Kathy Cavins-Tull, Dr. Jude Kiah, Kim Turner

Interim Operating Procedures
Student Government Association
effective Wednesday, March 25 (pending House approval)

In response to the COVID-19 virus, TCU announced modifications to the academic calendar and the method of course delivery on March 19, 2020. With this announcement came the immediate cancellation of events and activities on campus through the remainder of the 2019-2020 academic year in order to protect the health of the University community. In light of these changes, it has become necessary to temporarily modify the operating procedures of the Student Government Association in order to maintain the continuity of the organization, while adhering to and supporting new University protocol and guidelines. The following procedures work alongside, and in some cases supersede, the governing documents of the Student Government Association. However, all procedures below were written keeping the spirit of the governing documents, the mission of the organization, and the needs of the student body at the forefront of the conversation. Given the rapidly changing nature of COVID-19, this document will serve as the guiding principles to govern the actions of the Student Government Association for the remainder of the year. These procedures are the result of a working group made up of the Elections and Regulations Chair, Cabinet, and Student Activities staff.

Meeting Procedures

Physical meetings of the Student Government Association (covering all branches and committees) are suspended at this time as per University protocol. In the event the House of Representatives needs to convene to conduct business, the House Executive Board shall have the power to call a plenary session and determine the date, time, and method of the meeting. This power is consistent with procedures outlined in Student Body Code 2 §804 which states “During the interim, it shall be the responsibility of the Executive Board to inform all members of the House of the scheduled plenary session.” The word “interim” has historically been interpreted as the time between semesters during which SGA business meetings are not held because members are off campus. Even though courses are still in session, the word “interim” can be applied to the COVID-19 scenario because physical meetings of the Student Government Association have been prohibited by the University and are not possible.

In the event Cabinet or Frog Aides needs to convene to conduct business, the head of each branch will have the authority to call a meeting, as well as determine the date, time, and method of the meeting.

In the event of sudden changes or emergencies, Student Activities staff in advisor roles shall also possess the authority to call meetings across all branches of SGA.

Other important notes pertaining to meetings are as follows:

- The term of each elected representative ends on April 28, 2020 under the current academic calendar.

- Any representative sworn in on or before March 6, 2020, will receive membership credit for every week of this semester that on-campus meetings are suspended. Lack of physical SGA meetings will not inhibit students seeking future office from achieving meeting attendance or experience requirements.
- Only legislation that is time-sensitive and considered essential should be submitted to the Speaker during interim operations. The Speaker will review the legislation and determine if the criteria “time-sensitive” and “essential” have been met. If met, House Exec will then review the legislation and can call a meeting of the House, if deemed appropriate.

FY21 Budget

The SBC states in 6 §403 that the budget “shall [be passed] no later than April 15th” each academic year. In order to provide the most transparent budget process possible, this deadline will be extended to April 28, 2020. Extending the deadline creates transparency by affording the ability to present and debate the budget proposal through appropriate technology. It also provides time for the Treasurer to make changes to the budget in light of COVID-19, as well as seek feedback and/or revise the budget should the initial proposal fail. Due to the fact classes will not be resuming on campus for the remainder of the spring 2020 semester, the budget (under the “time-sensitive and essential” guideline above) will be presented and voted on electronically by the House for the first time no later than April 21, 2020. More specific information about the method of presentation and voting will be developed and announced.

Continuity of Leadership

Maintaining the continuity of the organization through the interim time period is of utmost importance. In order to facilitate continuity, it is necessary to maintain student leaders in key roles and performing key functions.

Due to the decision to move all classes online for the remainder of the spring 2020 semester, SGA will postpone all elections until the fall of 2020 (see Election Code Addendum). Therefore, it is necessary to identify leaders to serve between the end of the spring 2020 term and the election of the 2020-2021 Student Body Officers, House of Student Representatives, and House Executive Board (see Election Code Addendum). The following procedures will be used to fill leadership positions during this time period:

- Student Body Officers returning to TCU as full-time undergraduate students in the fall of 2020 will be asked to continue in their SBO capacity until the 2020-2021 Student Body Officers are elected.
 - 2019-2020 Student Body Officers can choose to decline this opportunity and conclude their term at the end of the spring 2020 semester.

- The order of succession, as outlined in SBC 3§109, will be followed to select an interim Student Body President.
 - The position vacated by the interim President will not be filled. Depending on the role, the responsibilities will be delegated to remaining SBOs with the assistance of Student Activities staff.
 - The individual that steps into the role of interim Student Body President will hold this title starting the day after commencement, May 10, 2020, and will relinquish the role when the 2020-2021 President is announced following the fall election.
 - The official title for this position will be: Interim Student Body President
- House Executive Board members returning to TCU as full-time undergraduate students in the fall of 2020 will be asked to continue in their House Exec capacity until the 2020-2021 House Executive Board is sworn-in.
 - 2019-2020 Exec Board members can choose to decline this opportunity and conclude their term at the end of the spring 2020 semester.
 - If a role is vacated, the responsibilities will be delegated to remaining Board members with the assistance of Student Activities staff.
- The 2019-2020 Frog Aides Co-Directors, in conjunction with Student Activities staff, shall set the timeline and selection process for the 2020-2021 Frog Aides Executive Board.

Official Communication

During the interim period, the Student Body President or Interim Student Body President shall serve as the official spokesperson of the organization. Any member posting on social media, speaking to student or local media, etc. is asked to do so in their individual capacity – not as a member representing SGA.

The Student Body President and SGA advisor, with feedback from Cabinet, will determine if and when to use the SGA email account to contact the campus as a whole. Use of campuswide email by SGA is subject to TCU's communication policy. SGA social media and the website will be used as the primary means of communicating updates with the student body.

All mass communication on social media, email, and the website shall be reviewed by Student Activities staff before posting.

Addendum to the Election Code for the Student Government Association

effective Wednesday, March 25 (pending House approval)

In response to the COVID-19 virus, TCU announced modifications to the academic calendar and the method of course delivery on March 19, 2020. With this announcement came the immediate cancellation of events and activities on campus through the remainder of the 2019-2020 academic year in order to protect the health of the University community. In light of these changes, it has become necessary to modify the spring 2020 elections procedures of the Student Government Association in order to maintain the continuity of the organization, while adhering to and supporting new University protocol and guidelines. The following procedures work alongside, and in some cases supersede, the governing documents of the Student Government Association. However, all procedures below were written keeping the spirit of the Election Code, the necessity for fair and transparent elections, and the needs of the student body at the forefront of the conversation. Given the rapidly changing nature of COVID-19, this document will serve as the guiding principles to elect the 2020-2021 Student Body Officers. These procedures are the result of a working group made up of the Elections and Regulations Chair, Cabinet, and Student Activities staff.

Election and Referendum Timeline

| Date | Event |
|--------------------------------------|--|
| Wednesday, April 15 at Noon | SBO Filing Closes |
| Wednesday, April 29 at Noon | House of Representatives Filing Closes |
| Monday, August 24 | Fall 2020 Semester Classes Begin |
| Sunday, August 30 at 12:01am | SBO & House of Representatives Campaigning Period Begins |
| Tuesday, September 1 9:00am-11:59pm | Student Body Referendum |
| Tuesday, September 8 9:00am-8:00pm | SBO & House of Representatives Election |
| Wednesday, September 9 at 9:30am | SBO Runoff Campaigning Period Begins |
| Thursday, September 10 9:00am-8:00pm | SBO Runoff Election |
| Tuesday, September 15 5:00-7:00pm | First House of Representatives Meeting |

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| Tuesday, September 22 5:00-7:00pm | House Executive Board Elections |
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Important Notes

- For information about the continuity of leadership, please see the Interim Operating Procedures for the Student Government Association.
- For elections that are held in the fall of 2020, members of the class of 2024 will be eligible to vote for their class representatives only. They will not be eligible to participate in the election of Student Body Officers or other House constituencies. TCU will supply the voting populations. Therefore, the class of 2024 will be defined based on hours and not based on anticipated graduation date.