

1 ARKANSAS COMMUNICATION AND THEATRE ARTS ASSOCIATION

2  
3 BYLAWS OF THE  
4 ARKANSAS STUDENT CONGRESS

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6 *Adopted by the ACTAA Executive Council on September 7, 2018*  
7 *and passed by the body on September 8, 2018.*  
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9 ARTICLE I. PURPOSE AND PHILOSOPHY

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11 **SECTION 1. ESTABLISHMENT** The Arkansas Student Congress, was established 1968 by the  
12 Arkansas State Communication Association (now the Arkansas Communication and Theatre Arts  
13 Association, herein after “ACTAA) as the state’s first (now oldest) model legislative competition  
14 for high school and college students. Student Congress duplicates as nearly as possible the  
15 structure of the United States Congress. This activity provides a unique and invaluable experience  
16 for those who wish to understand the legislative process.

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18 **SECTION 2. PURPOSE** The specific purpose of the legislative assembly is to furnish both high  
19 school and college students with insight into the legislative process and the proper use of  
20 parliamentary procedure. This objective is accomplished 1) by providing practical legislative  
21 speaking experience on bills and resolutions prepared by the delegates; and 2) by stimulating  
22 realistic political situations through committee meetings, party caucuses, elections and legislative  
23 floor debate.

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25 **SECTION 3. ARKANSAS STUDENT CONGRESS PHILOSOPHY** Student Congress exists  
26 to facilitate an environment that encourages and rewards delegates and delegations for their  
27 excellent speaking ability, knowledge of parliamentary procedure, and ability to work to  
28 develop/improve policies in a cooperative/ constructive atmosphere that develops the integrity of  
29 the parliamentary/legislative process for the good of the larger body (Student Congress as a whole).  
30 We welcome all delegations that seek such an environment. **Judges will apply negative sanctions**  
31 **to delegates who do not participate within the spirit of the Student Congress Philosophy.**

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33 ARTICLE II. STRUCTURE

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35 **SECTION 1. ACTAA STUDENT CONGRESS COMMITTEE** The Arkansas Student  
36 Congress shall be governed by the ACTAA Student Congress Committee (herein after the “Student  
37 Congress Committee”); chaired by the Student Congress Director. The Student Congress Director,  
38 in consultation with the parliamentarians and *Robert’s Rules of Order, newly revised* when  
39 necessary, shall have final authority to make any necessary adjustments, changes, rulings or

1 judgment calls on all issues that may arise, including suspending rules and order established by  
2 these Bylaws.

3

4 **SECTION 2. BICAMERAL SYSTEM** The Arkansas Student Congress shall consist of two  
5 legislative bodies; namely a Student Senate, composed of college and university students, and a  
6 House of Representatives, composed of high school students. The House of Representatives shall  
7 be divided into **three** separate houses, namely House I, ~~and~~ House II, **and House III**.

8

9 **SECTION 3. POLITICAL PARTIES** Delegates shall be allowed to caucus into either the  
10 Democratic or Republican parties to nominate candidates for office and establish political  
11 platforms. Delegates shall be required to declare their party affiliation on the registration form;  
12 and shall not be allowed to change party affiliation once Student Congress begins. Each delegation  
13 shall consist of an equitable apportion of delegates affiliated with each respective party.

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### 15 **ARTICLE III. ENTRIES AND REPRESENTATION**

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17 **SECTION 1. HIGH SCHOOL DELEGATIONS** Any high school in the state of Arkansas,  
18 sponsored by an active member of ACTAA, may enter as many as six (6) student delegates in  
19 Student Congress. In addition, each delegation may bring up to two (2) pages.

20

21 **SECTION 2. COLLEGIATE DELEGATIONS** Any junior college, college, or university in the  
22 state of Arkansas, sponsored by an active member of ACTAA, may enter up to eight (8) student  
23 delegates who have participated in Student Congress less than five (5) years on the collegiate level.  
24 Collegiate delegations do not bring pages.

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26 **SECTION 3. DELEGATION ENTRY FEES** Regardless of the total number of delegates, the  
27 entry fee for collegiate delegations shall be \$150; and a high school delegation shall be \$125. There  
28 shall also be a \$5.00 additional fee assessed by the Student Congress Committee for each  
29 substitution in an entry and drop of a judge after the registration deadline.

30

31 **SECTION 4. DELEGATE CREDENTIALS** The Student Congress Director shall issue  
32 credentials to each delegate being registered by their delegation sponsor by the time of the  
33 beginning of the Student Congress. Delegates shall be required to wear said issued credentials  
34 during the entirety of Student Congress. Once Student Congress begins, and credentials have been  
35 certified by the Student Congress Director, no substitutions of delegates or additional delegations  
36 shall be allowed.

37

38 **SECTION 5. DELEGATE PRIVILEGES** All credentialed delegates shall have the privilege to,  
39 subject to provisions of these Bylaws, hold office, serve on committees, and discuss any measure  
40 in committee or on the floor of the assembly.

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4 **ARTICLE IV. OFFICERS AND DUITES**

5 **SECTION 1. OFFICERS AND POSITIONS** Those delegates who aspire to the candidacy of a  
6 Student Congress Office should prepare themselves for the responsibility. Sponsors should be  
7 involved in this decision and make every effort to ensure that their candidates are willing, qualified,  
8 and ready for the task. Officers must uphold Congress rules, and the nature, purpose, and  
9 philosophy of Congress. Judges will evaluate officers negatively if they fail to meet their  
10 responsibilities.

11 (A) *Director Appointed Positions.* The Congress Director shall appoint a faculty Coordinator for  
12 each house and party caucus, a faculty Parliamentarian for each house, faculty Judges for each  
13 session (Committee, Party Caucus, and Legislative Session), a student Sergeant-at-Arms and Head  
14 Page for each house and party caucus, and a student Chairperson and Clerk for each standing  
15 committee.

16  
17 (B) *Student Elected Positions.* Student Congress shall elect from its delegates the following:

- 18 i. Republican Party Secretary
- 19 ii. Democratic Party Secretary
- 20 iii. Republican Party Leader
- 21 iv. Democratic Party Leader
- 22 v. House I Clerk
- 23 vi. House II Clerk
- 24 **vii. House III Clerk**
- 25 viii. House I Speaker
- 26 ix. House II Speaker
- 27 **x. House III Speaker**
- 28 xi. Senate Clerk
- 29 xii. Senate President Pro-tempore

30  
31 (C) *Student Appointed Positions.* The Senate President Pro-tempore and House Speakers shall,  
32 upon taking the office, appoint from respective house a Chamber Chaplain, a Resolutions  
33 Committee, and a Rules Committee. Duties for the above mentioned respective positions shall be  
34 referenced in *Robert's Rules of Order, newly revised.*

35  
36 **SECTION 2. FILING FOR OFFICE** Delegates who run for an office should have strong  
37 command of parliamentary procedure as well as excellent communication skills.  
38

1 (A) *Limitations*. Individual delegates shall not be allowed to be a candidate or seek the nomination  
2 for more than one office. Delegations may field only one candidate for each office listed in Article  
3 IV § 1 of these Bylaws.

4  
5 (B) *Candidate Registration*. Delegates seeking election to office must declare their candidacy by  
6 the published deadline for delegation registration. A list of qualified registered candidates will be  
7 publicly posted at registration on the first day of Student Congress. No changes will be allowed  
8 during registration except to substitute a dropped delegate within a delegation, if the substituted  
9 delegate is to seek candidacy of the originally registered delegate. Only delegates registered and  
10 certified as qualified by the Student Congress Director may be considered by the delegates for  
11 election to office or nominations; expect in cases where no qualified registered candidates exist  
12 for a nomination or office.

13  
14 **SECTION 3. OFFICERS DUTIES** Delegates who run for an office should have strong command  
15 of parliamentary procedure as well as excellent communication skills. The following shall be  
16 duties of the respective officers.

17  
18 (A) *Senate/ House/ Party Coordinator*. It shall be the duties of the faculty coordinator appointed  
19 by the Student Congress Director to provide guidance in the administration and compliance to  
20 these bylaws of their respectively assigned bodies. Coordinators shall represent the Student  
21 Congress Committee within chambers, but do not serve as a member of the committee.  
22 Coordinator shall evaluate the performance of the leadership as described in these bylaws.

23  
24 (B) *Parliamentarian*. It shall be the duties of the faculty parliamentarian appointed by the Student  
25 Congress Director to provide parliamentary guidance and compliance to these bylaws and *Robert's*  
26 *Rules of Order, newly revised* in their respectively assigned bodies. Parliamentarians shall evaluate  
27 the knowledge and appropriate use of parliamentary procedure for each delegate during legislative  
28 sessions.

29  
30 (C) *Democratic/ Republican Party Secretary*. The Party Secretary should be prepared to record  
31 the minutes and follow the proceedings of the party meeting. The Party Secretary will be required  
32 to assist in counting ballots; and will be required to submit a copy of the party's minutes to the  
33 Student Congress Director. The Party Secretary position may only be filled by a high school  
34 candidate.

35  
36 (D) *Democratic/ Republican Party Leader*. The Party Leader should be prepared to guide the party  
37 through the nomination and election process for their respective Party Secretary, Senate, House I,  
38 ~~and~~ House II, and House III Officers, and any necessary party platform before the first legislative  
39 session. The Party Leader shall chair the meetings of the party in accordance to the rules

1 established in these Bylaws and *Robert’s Rules of Order, newly revised*. The Party Leader position  
2 may only be filled by a college candidate.

3  
4 (E) *Senate/ House Clerk Clerks*. Clerks should be prepared to record the minutes and follow the  
5 proceedings of their respective legislative meetings. Clerks will be required to assist in counting  
6 ballots, take meeting minutes, to submit a copy of the party’s minutes to the Student Congress  
7 Director, and retain records of the order of speakers.

8  
9 (F) *Senate President Pro-tempore/ House Speaker*. The house leaders should be prepared to guide  
10 the body through the election process for the house’s respective clerk. The house leaders shall  
11 chair the meetings of their respective house in accordance to the rules established in these Bylaws  
12 and *Robert’s Rules of Order, newly revised*. House leaders may relinquish the chair to a designated  
13 delegate for a specified period of time to express his/her opinion during floor debate for said bill.  
14 The chair must retain the chair after the debate on said bill has concluded.

15  
16 (G) *Sergeant-at-Arms*. The Sergeant-at-Arms shall be a student page appointed by the Student  
17 Congress Director to guard the doors of party, house and senate chambers. The Sergeant-at-Arms  
18 reports to the session coordinator securing the room for the voting process and ensuring guests/  
19 delegates entering and exiting the chambers do not disrupt floor activities.

20  
21 (H) *Head Page*. The Head Page shall be a student page appointed by the Student Congress Director  
22 to act as a coordinator with the other pages assigned to the respective chamber. A Head Page shall  
23 be appointed to the party, house and senate chambers. The Head Page reports to the session  
24 coordinator and the Student Congress Committee assisting with communicating with pages and  
25 reviewing messages delivered by pages for appropriate content.

26  
27 **SECTION 4. OATH OF OFFICE** Senators & Representatives and all officers of Arkansas  
28 Student Congress, before entering on the duties of their respective offices, shall take and subscribe  
29 to the following oath of affirmation: “I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support  
30 the Constitution of the United States, the Constitution of the State of Arkansas, the Bylaws,  
31 decorum, and spirit of Arkansas Student Congress, and that I will faithfully discharge the duties  
32 of the office of \_\_\_\_\_, upon which I am now about to enter.”

33  
34 **SECTION 5. THE RULES AND RESOLUTIONS COMMITTEES** The Rules and Resolutions  
35 Committees, appointed by the presiding officer of each house, shall meet at the appointed agenda  
36 time. The recommendations of these committees shall be presented to their respective houses at  
37 the scheduled Rules and Resolutions Session for majority approval. After the acceptance of these  
38 recommendations and resolutions, the chair will present them to Joint Session for approval.

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40 **ARTICLE V. CAMPAIGNING, PARTY CAUCUSES, AND ELECTIONS**

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**SECTION 1. CAMPAIGNING** Campaigning shall be considered the distribution, circulation or communication of any material or messaging promoting a delegate for the selection, nomination, or election to office or leadership position as a part of Student Congress.

(A) *Time Limitations.* All delegates may campaign for the candidates beginning at 1:00PM the first day of Student Congress until nominating speeches begin. There shall be no campaigning before the 1:00PM the first day of Student Congress. There shall be no Student Congress related contact in any form between delegations of students of school sending delegations. This includes campaigning or announcing candidacy via social network mediums, emails, faxes, phone calls and/or direct mail; inter-delegation practice caucuses and floor debate sessions; senate delegations mentoring house delegations; and contacting former coaches, committee delegates, or other delegations prior to Congress. Violations of campaigning procedures may result in the disqualification of a candidate or an entire delegation.

(B) *Campaign Materials.* Delegates may distribute appropriate campaign materials during the authorized campaign period. However, the delegation in which a candidate represents shall be required to remove all campaign materials from meeting rooms after party caucuses end.

**SECTION 2. PARTY CAUCUSES** Each party shall host a caucus to elect party leadership, nominate candidates for government offices and establish political platforms.

(A) *Party Leadership.* At the first formal caucus of each party, the parties are to elect delegates to serve as Party Leader and Secretary. The Caucus Coordinator shall preside over the caucus meeting until the Party Leader is elected. The Caucus Coordinator will appoint a temporary secretary to serve until a Party Secretary is elected.

(B) *Party Elections General.* All elections shall be by secret ballot on ballots provided by the Student Congress Committee. All elections will be made by a simple majority (at least, fifty percent (50%) of the votes cast) of those delegates present and voting. In the event that no candidate receives a simple majority, a run-off election will be immediately held between the two candidates receiving the greatest number of votes.

(C) *Open Floor Nominations.* Except in cases where no qualified registered candidates exist for a nomination or office, no nominations will be allowed for a delegate who is not registered and certified as qualified by the Student Congress Director to run for a respective office. If no qualified registered candidates exist for a nomination or office, the Party Leader will take open nominations from the floor in the same procedure outlined in Article V § 2 or 3, respectively, of these Bylaws. After open nominations for a position has ceased, the list of nominated candidates shall be taken immediately to the Student Congress Director for certification. The Director shall verify each

1 nomination is not in violation of Article IV § 2(A) of these Bylaws; and that each nominee's  
2 delegation is not fielding a candidate for the same position in the opposing party. All nominations  
3 in compliance with these provisions, shall be certified as qualified by the Student Congress  
4 Director; and approved to seek the respective office.

5  
6 (D) *Election of Party Leaders.* Upon calling to order the first formal caucus of each party, the  
7 Caucus Coordinator, shall open the floor to nominations of qualified registered candidates for  
8 Party Leader. After all nominations have been made, the Caucus Coordinator shall close the floor  
9 to nominations. Each nominee will be allowed a total of five (5) minutes allotted for nominating  
10 speeches by one (1) or more other delegates advocating for the election of said nominee. After all  
11 nominating speeches have been made, each nominee will be allotted three (3) minutes to deliver a  
12 campaign speech. After all campaign speeches have been made, the Caucus Coordinator will order  
13 the Sargent-at-Arms to bar the doors to the caucus floor for the voting process. During the election  
14 process no delegate is allowed to enter or exit the caucus floor; and delegates will be asked to  
15 remain seated during voting process. Voting will then be held via secret ballot; unless there is only  
16 one candidate, then via voice vote. After all ballots being received, the Caucus Coordinator and  
17 Judge shall count the ballots. The nominee receiving the majority of votes (at least, 50% of the  
18 total votes cast) shall be elected to the Party Leader. If no nominee receives a majority vote,  
19 immediately thereafter, the Caucus Coordinator shall announce the names of the nominees whom  
20 received the greatest and second greatest number of votes. Immediately thereafter, an election in  
21 the same manner described above shall be held for the two finalist nominees. The nominee  
22 receiving the greatest number of votes shall be elected to the respective position. The newly elected  
23 Party Leader shall then take the oath of office administered by the Caucus Coordinator, preside  
24 over of the remainder of the caucus, and shall not be allowed to relinquish the duties of position  
25 for any reason.

26  
27 (E) *Election of Party Secretaries.* Upon taking office, the Party Leader shall open the floor to  
28 nominations of qualified registered candidates for Party Secretary. After all nominations have been  
29 made, each nominee will be allotted two (2) minutes to deliver a campaign speech. There shall be  
30 no nominating speeches by other delegates for Party Secretaries. After all campaign speeches have  
31 been made, the Party Leader will order the Sargent-at-Arms to bar the doors to the caucus floor  
32 for the voting process. During the election process no delegate is allowed to enter or exit the caucus  
33 floor; and delegates will be asked to remain seated during voting process. Voting will then be held  
34 via secret ballot; unless there is only one candidate, then via voice vote. After all ballots being  
35 received, the Party Leader and Caucus Coordinator shall count the ballots. The nominee receiving  
36 the majority of votes (at least, 50% of the total votes cast) shall be elected to the Party Secretary.  
37 If no nominee receives a majority vote, immediately thereafter, the Party Leader shall announce  
38 the names of the nominees whom received the greatest and second greatest number of votes.  
39 Immediately thereafter, an election in the same manner described above shall be held for the two  
40 finalist nominees. The nominee receiving the greatest number of votes shall be elected to the  
41 respective position. The newly elected Party Secretary shall then take the oath of office

1 administered by the Caucus Coordinator, clerk the remainder of the caucus, and shall not be  
2 allowed to relinquish the duties of position for any reason.

3  
4 (F) *Party Nomination Order*. Following the election and installation of party leadership, each  
5 caucus shall select their respective nominee for government offices; namely House I Clerk, House  
6 II Clerk, **House III Clerk**, House I Speaker, House II Speaker, **House III Speaker**, Senate Clerk,  
7 and Senate President Pro-tempore.

8  
9 (G) *Nomination of House and Senate Clerks*. Qualified registered candidates for House I Clerk,  
10 House II Clerk, **House III Clerk**, and Senate Clerk shall be required to be nominated by their  
11 respective party to qualify for election before their respective body. Party nominees for House I  
12 Clerk, House II Clerk, **House III Clerk**, and Senate Clerk shall be selected in the same manner and  
13 procedure as required for the election of a Party Secretary.

14  
15 (H) *Nomination of House Speakers and Senate President Pro-tempore*. Qualified registered  
16 candidates for House I Speaker, House II Speaker, **House III Speaker**, and Senate President Pro-  
17 tempore shall be required to be nominated by their respective party to qualify for election before  
18 their respective body. Party nominees for House I Speaker, House II Speaker, **House III Speaker**,  
19 and Senate President Pro-tempore shall be selected in the same manner and procedure as required  
20 for the election of a Party Leader.

21  
22 **SECTION 3. ELECTION OF OFFCERS** Candidates being nominated by their respective party  
23 shall seek election to leadership of their respective body at the first assembly of the house.

24  
25 (A) *Election of House Speakers*. Upon calling to order the first formal session of each House, the  
26 House Coordinator, shall open the floor to nominations of party nominated candidates for House  
27 Speaker. After all nominations have been made, the Caucus Coordinator shall close the floor to  
28 nominations. Delegates shall be allowed to make a three (3) minute nominating speech for either  
29 candidate. After all nominating speeches have been made, each nominee will be allotted three (3)  
30 minutes to deliver a campaign speech. After all campaign speeches have been made, the House  
31 Coordinator will order the Sargent-at-Arms to bar the doors to the chambers for the voting process.  
32 During the election process no delegate is allowed to enter or exit the chambers; and delegates will  
33 be asked to remain seated during voting process. Voting will then be held via secret ballot; unless  
34 there is only one candidate, then via voice vote. After all ballots being received, the House  
35 Coordinator and Head Page shall count the ballots. The nominee receiving the majority of votes  
36 (at least, 50% of the total votes cast) shall be elected to the House Speaker. The newly elected  
37 House Speaker shall then take the oath of office administered by the House Coordinator and  
38 preside over of the remainder of Student Congress.



1 (B) *Election of House Clerks*. Upon taking office, the House Speaker shall open the floor to  
2 nominations of party nominated candidates for House Clerk. After all nominations have been  
3 made, the House Speaker shall close the floor to nominations. Each nominee will be allotted two  
4 (2) minutes to deliver a campaign speech. There shall be no nominating speeches by other  
5 delegates for House Clerk. After all campaign speeches have been made, the House Speaker will  
6 order the Sargent-at-Arms to bar the doors to the chambers for the voting process. During the  
7 election process no delegate is allowed to enter or exit the chambers; and delegates will be asked  
8 to remain seated during voting process. Voting will then be held via secret ballot; unless there is  
9 only one candidate, then via voice vote. After all ballots being received, the House Speaker and  
10 House Coordinator shall count the ballots. The nominee receiving the majority of votes (at least,  
11 50% of the total votes cast) shall be elected to the House Clerk. The newly elected House Clerk  
12 shall then take the oath of office administered by the House Coordinator and shall clerk the  
13 remainder of Student Congress.

14  
15 (C) *Election of Senate President Pro-tempore*. Upon calling to order the first formal session of the  
16 Senate, the Senate Coordinator, shall open the floor to nominations of party nominated candidates  
17 for Senate President Pro-tempore. After all nominations have been made, the Senate Coordinator  
18 shall close the floor to nominations. Senate Coordinator shall then ask for each delegation's  
19 nominating speakers. Each delegation shall only be allowed four (4) speeches during the Senate  
20 President Pro-tempore and Senate Clerk election process in the Opening Session, including  
21 campaign speeches.

22 During the nomination process for Senate President Pro-tempore, each delegation shall be allowed  
23 two (2) nomination speeches, including nominees campaign speeches. After all nomination speech  
24 intentions have been made, declared speakers shall be allowed to make a two (2) minute  
25 nominating speech for either candidate. After all nominating speeches have been made, each  
26 nominee will be allotted three (3) minutes to deliver a campaign speech. After all campaign  
27 speeches have been made, the Senate Coordinator will order the Sargent-at-Arms to bar the doors  
28 to the chambers for the voting process. During the election process no delegate is allowed to enter  
29 or exit the chambers; and delegates will be asked to remain seated during voting process. Voting  
30 will then be held via secret ballot; unless there is only one candidate, then via voice vote. After all  
31 ballots being received, the Senate Coordinator and Head Page shall count the ballots. The nominee  
32 receiving the majority of votes (at least, 50% of the total votes cast) shall be elected to the Senate  
33 President Pro-tempore. The newly elected Senate President Pro-tempore shall then take the oath  
34 of office administered by the Senate Coordinator and preside over of the remainder of Student  
35 Congress.

36  
37 (D) *Election of Senate Clerk*. Upon taking office, the Senate President Pro-tempore shall conduct  
38 the election of the Senate Clerk in the same manner and procedure as required for the election of  
39 a Senate President Pro-tempore.

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3 **ARTICLE VI. COMMITTEES**

4 **SECTION 1. COMMITTEE LEADERSHIP** The Student Congress Director shall appoint a  
5 Chairperson, Clerk, and Judge (who shall also serve as parliamentarian) for each of the permanent  
6 standing committees of the House and the Senate.

7 (A) *Committee Chairperson Duties.* Committee Chairperson should be prepared to chair a meeting  
8 and understand parliamentary procedure. Chairpersons shall be responsible for keeping order and  
9 a productive flow of debate during meetings, appointing majority and minority reporters, and  
10 providing the Student Congress Director a list of “do pass” bills.

11  
12 (B) *Committee Clerk Duties.* Committee Clerk should be prepared to clerk a meeting and  
13 understand parliamentary procedure. Clerks shall be responsible for taking minutes of committee  
14 meetings, aiding the Chairperson, and ensuring bill paperwork is completed, including clear copies  
15 of any amendments are attached to bills.

16  
17 **SECTION 2. STANDING COMMITTEES** Each house shall have standing committees, which  
18 shall review and recommend to the respective houses legislation for consideration by the Student  
19 Congress. The Student Congress Director shall arbitrarily appoint an equitable apportion of  
20 delegates to the following respective committees; making every effort to put bill authors in the  
21 same committee as their bill.

- 22  
23 (A) *Senate Committees.* The Senate Committees shall include:  
24 i. Agriculture, Nutrition, and Forestry (AN&F)  
25 ii. Banking, Housing, and Urban Affairs (BH&U)  
26 iii. Foreign Relations (FR)  
27 iv. Health, Education, Labor, and Pensions (HELP)  
28 v. Homeland Security and Governmental Affairs (HS&GA) Finance (F)  
29 vi. Finance (F)

- 30 (B) *House I Committees.* The House I Committees shall include:  
31 i. Agriculture (AG)  
32 ii. Appropriations (A)  
33 iii. Financial Services (FS)  
34 iv. Education and the Workforce (EW)  
35 v. Foreign Affairs (FA)

- 36 (C) *House II Committees.* The House II Committees shall include:  
37 i. Natural Resources (NR)  
38 ii. Judiciary (J)  
39 iii. Homeland Security (HS)  
40 iv. Veterans Affairs (VA)

1 v. Energy and Commerce (E&C)

2 (D) *House III Committees*. The House III Committees shall include:

3 i. Transportation and Infrastructure (T&I)

4 ii. Ways and Means (W&M)

5 iii. Small Business (SB)

6 iv. Intelligence (I)

7 v. Budget (B)

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9 **SECTION 3. COMMITTEES, GENERAL PROCEDURE** The purpose of the committee is to  
10 recommend action to the appropriate legislative body on each bill assigned to that committee.  
11 Committee members are judged on their use of parliamentary procedure and the quality of their  
12 contribution to the committee. Committees are not encouraged to fail bills in committee without  
13 merit, just cause, or an effort to improve the bill through creative problem solving and proper  
14 parliamentary procedure

15  
16 (A) *Committee Agendas*. With approval from the committee, committee chairs shall establish the  
17 agenda of all committee meetings.

18  
19 (B) *Special rules of order*. Committees shall not suspend the rules. Committees shall not move the  
20 previous question, after debates ceases, the committees shall vote whether or not to make a “do  
21 pass” recommendation to the appropriate legislative body. Committee business shall be conducted  
22 using parliamentary procedure for small boards as referenced in *Robert’s Rules of Order, newly*  
23 *revised*.

24  
25 (C) *Authorship speeches*. In committee meetings, the authorship speech shall be given by the  
26 primary sponsor of the bill. The Student Congress Director may, with just cause, authorize a co-  
27 sponsor to deliver an authorship speech, if the co-sponsor has been assigned to the same committee  
28 as said bill at the time of beginning of Student Congress. In no circumstances shall the co-sponsor  
29 be allowed to travel out of their respective assigned committee to contribute in discussion,  
30 including delivering an authorship speech, on a bill if said bill is assigned to a different committee.

31  
32 (D) *Committee Reports*. Before a committee adjourns, for all bills that received a “do pass”  
33 recommendation to be considered by their respective legislative body, committee chairs shall  
34 appoint a majority and minority reporter for each said bill. Chairs shall justly appoint a member  
35 which supported the “do pass” recommendation of a bill, to deliver the committee’s majority  
36 report; and if opposition existed, shall also justly appoint a member which did not support the “do  
37 pass” recommendation of said bill, to deliver the committee’s minority report. If a bill received  
38 unanimous support, there shall be no minority report from the committee.

39  
40 (E) *Bill Prioritization*. Before a committee adjourns, the committee shall prioritize all bills that  
41 received a “do pass” recommendation to be considered by their respective legislative body.

1 Prioritization shall indicate the order (namely, “first, second, third, etc.”) which the committee  
2 wishes their respective legislative body to consider its bills.

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4 **ARTICLE VII. LEGISLATIVE BODIES**

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6 **SECTION 1. ORDER OF CONSIDERATION** All bills that received a “do pass”  
7 recommendation shall be grouped by their respective legislative body and committee  
8 prioritization. Then the corresponding bill numbers shall be placed in separate squirrel cages. At  
9 the first legislative session, there shall be a public draw before each legislative body of all first  
10 priority bills of that respective body. The order in which first priority bills shall be considered  
11 before the legislative body shall be the order which bill numbers are first drawn from the squirrel  
12 cage. Once the Order of Consideration is established, it shall not be changed. There shall be no  
13 suspension of the rules for consideration of a bill out of this Order of Consideration.

14  
15 **SECTION 2. LEGISLATIVE PROCESS** The following order shall be used when a legislative  
16 body of Arkansas Student Congress is considering a bill presented before them.

17  
18 (A) *Title Reading.* Before a bill or piece of legislation may be reported on or considered for debate,  
19 the presiding officer shall order the Clerk to read the title aloud and any amendments for said bill.

20  
21 (B) *Committee Reports.* After the reading of a bill title, the presiding officer shall allow for three  
22 (3) minutes each for designated committee members to deliver majority and minority reports on  
23 said bill. At the conclusion of the majority report, the reporter shall move for the adoption of the  
24 bill.

25  
26 (C) *Authorship Speech.* After committee reports have been completed, the presiding officer will  
27 then permit the primary author of the bill to speak on the bill for three (3) minutes. The authorship  
28 speech shall not constitute debate. Following the authorship speech, five (5) minutes will be  
29 designated for questioning.

30  
31 (D) *Floor Debate.* Following questioning for the bill author, the presiding officer will open the  
32 floor to floor debate on the bill. The presiding officer shall grant delegates to speak in affirmation  
33 or negation on a bill in a maximum of three (3) minute intervals. Preference shall be given to the  
34 co-author to deliver the first affirmative debate speech on bill if he/she so desires. If the co-author  
35 is not available, preference will be given to a committee member supporting the bill. Un-expired  
36 time may be relinquished once within the three-minute periods to an unnamed friendly speaker on  
37 the same side. The presiding officer must recognize the friendly speaker. Debate on any one bill  
38 and related amendments shall not last more than ninety (90) minutes from the time the bill is  
39 introduced by the Clerk. If the bill is not disposed of by this time, the presiding officer shall call  
40 for an immediate vote on that bill. The bill cannot be reconsidered just because discussion time

1 ran out. Houses may not extend debate time; however, they may limit debate to a lesser amount of  
2 time with a  $\frac{2}{3}$  vote.

3  
4 (E) *Speaking Order*. The presiding officer shall follow *Robert's Rules of Order, newly revised* to  
5 recognize a delegate for debate and must observe all rules of impartiality. Delegates who have not  
6 spoken, or who have spoken less, and wish to be recognized, shall be given priority. The Clerks  
7 are required to keep a record of which delegates have been recognized to speak and to assist the  
8 presiding officer in identifying speaker order.

9  
10 (F) *Bill Passage*. After discussion and debate, or upon a call of the question, the presiding officer  
11 will call for the vote on the bill. A simple majority of a body's membership shall pass any bill,  
12 except amendments to the United States Constitution, which requires a  $\frac{2}{3}$  majority. Once a bill  
13 passes the presiding officer and clerk must sign and certify the date and time the bill passed, and  
14 imminently send the bill to the Student Congress Director to que in the bill hopper for its second  
15 house consideration.

16  
17 (G) *House of Second Consideration*. All bills that pass in its house of origin shall be sent to the  
18 alternate house for consideration during Legislative Session V only. House I ~~and~~ House II, **and**  
19 **House III** bills, alternately, shall be sent for consideration before the Senate; and Senate bills shall  
20 be sent for consideration before House I, ~~and~~ House II, **and House III** alternately. Only after all  
21 pending bills from the other houses have been considered may that house return to debate on its  
22 own remaining bills. No committee reports shall be given in consideration of a bill outside its  
23 house of origin. The bill's primary sponsor shall be allowed a three (3) minute authorship speech  
24 followed by up to five (5) minutes of question/answer period before debate on the bill. After  
25 author's question/answer period, the bill sponsor shall return to their assigned house; and shall not  
26 be allowed to participate in debate on said bill in the house of second consideration.

27  
28 (H) *Laws of Student Congress*. Bills which having passed in the same form ~~both~~ the Houses of  
29 Representatives and Senate, shall be sent to the Student Congress Director to be signed and shall  
30 be considered Laws of Student Congress. After the completion of Student Congress, a marked-up  
31 version of all Laws of Student Congress shall be presented to the Governor of the State of Arkansas  
32 (or a designee) for consideration and review.

33  
34 **SECTION 3. AMENDMENTS** Any delegate wishing to amend an enacting clause of a bill may  
35 do so during committee or during floor debate. A bill's short title and resolution clauses shall not  
36 be allowed to be amended. Before moving to amend a bill, delegates must file a written amendment  
37 form with the body's clerk.

38  
39 **SECTION 3. AMENDMENTS IN HOUSES OF SECOND CONSIDERATION** If a bill is  
40 amended in its house of second consideration, after all debate has ended, all amendments to said

1 bill shall be immediately sent to its house of origin for consideration. This amendment(s) shall be  
2 given preference on the agenda of the bill's house of origin. If the amendment(s) are approved, the  
3 amendment(s) shall be the immediately sent to the bill's house of second consideration for final  
4 approval of the bill as amended.  
5

6 **SECTION 4. CONFERENCE COMMITTEES** If a bill is amended in its house of second  
7 consideration, but the amendment(s) are not approved by the bill's house of origin, the presiding  
8 officers of said houses shall appoint two members of the respective houses to serve on a  
9 Conference Committee in order to resolve the differences and make recommendation to the  
10 respective presiding officers. If said presiding officers agree to the recommendations, the bill shall  
11 become a Law of Student Congress. If no resolution can be made, or if both presiding officers do  
12 not agree to the recommendations respectively, the bill shall die.  
13

14 **SECTION 5. STUDENT RESEARCH MATERIALS** Student research of bills should take  
15 place prior to competition. Students are allowed to use preloaded research on laptop computers in  
16 committee, caucus, and chambers. Students should never access the Internet during any Congress  
17 event. Students who do not comply with the no-internet policy will be removed from competition  
18 and forfeit all points for the entire Congress. Coordinators, committee members, and pages will  
19 monitor computer use throughout the session. Delegates should not use phones or other electronic  
20 devices outside of preloaded laptops in committee, caucus, or chambers. Pages are prohibited from  
21 using electronic devices of any kind.  
22

## 23 **ARTICLE VIII. LEGISLATION**

24

25 **SECTION 1. BILL SPONSORS** Every bill submitted for consideration at Arkansas Student  
26 Congress shall have a primary sponsor who shall be considered the author of said bill. Bills may  
27 be allowed to have one additional co-sponsor from the same delegation and assigned in the same  
28 house. A delegation shall not be allowed to change the primary sponsor of a bill, unless the primary  
29 sponsor is dropped from the delegation; in which case, the bill may be assigned the co-sponsor or  
30 the delegate replacing the dropped delegate to serve as the primary sponsor of the bill for the  
31 entirety of Student Congress. No new co-sponsors can be added to a bill during Student Congress.  
32

33 **SECTION 2. BILL LIMITATIONS** No delegate shall be allowed to be the sponsor or co-sponsor  
34 for more than one bill. Collegiate delegations may submit no more than four (4) bills; high school  
35 delegations may submit no more than three (3) bills. Bills not received by the registration deadline  
36 will not be considered at Student Congress.  
37

38 **SECTION 3. STRUCTURE AND CONTENT** The Student Congress Committee shall publish  
39 a sample bill form to provide delegates help to establish a universal format for bills to be  
40 considered at Arkansas Student Congress. Bills shall be limited to one page, be printed in Times

1 New Roman 12 point font, include resolution clauses which prove background and justification  
2 for the bill, and enactment clauses which shall cause action by the Student Congress. Bill must  
3 conform to the sample bill form published by the Student Congress Committee. No bill shall be  
4 added or modified after the publication of the Bill Book, unless there was a direct error of the  
5 Student Congress Committee.

6  
7 **SECTION 4. BILL BOOK** After receiving the bills for consideration by Student Congress from  
8 each delegation by the published deadline, the Student Congress Director shall publish a Bill Book;  
9 which shall include a copy of all bills approved for consideration by Student Congress and their  
10 assigned bill number, a listing of all delegates and their delegate number, a posting of candidates  
11 whom have filed for office, and all committee assignments.

12  
13 **SECTION 5. ORIGINAL STUDENT WORK** The bills and speeches are to be the original work  
14 of the student delegates attending Student Congress.

15  
16 (A) *Plagiarism.* No teacher, lawyer, legislator, or other professional shall be allowed to write the  
17 bills or speeches for the participants. Coaches are urged to screen for plagiarism. Coaches may  
18 edit student bills for grammar and spelling and to assure that the bill is submitted in the correct  
19 form. Delegations shall not be allowed to submit more than one bill for consideration with similar  
20 topics.

21  
22 (B) *Previous Year's Legislation.* No delegate shall be allowed to submit a bill for consideration by  
23 Student Congress relating to topics from bills considered at the immediate previous year. The  
24 Student Congress Director shall publish a list of the titles of the previous year's legislation.

25  
26 (C) *Existing Legislation.* No delegate shall be allowed to submit bills for consideration by Student  
27 Congress that is legislation, or a slightly modified legislation, currently under consideration of a  
28 city, county, state or national governing body.

29  
30 **SECTION 6. BEST BILL** The Student Congress Director shall appoint a third party professional  
31 to review all bills published in the Bill Book for consideration of "Best Bill" for each house. Bills  
32 not complying with rules established in these Bylaws shall not be considered for Best Bill.

## 33 34 **ARTICLE IX. SPECIAL RULES OF ORDER**

35  
36 **SECTION 1. ORDER OF BUSINESS** The Order of Business for each house shall be conducted  
37 in compliance with these bylaws, including the following:

- 38  
39 1. Invocation  
40 2. Call to Order

- 1 3. Reading of any Reports or Announcements
- 2 4. Orders of the Day
- 3 5. Committee Reports
- 4 6. Consideration of Bills
- 5 7. Announcements
- 6 8. Adjournment

7  
8 **SECTION 2. FREEDOM OF CHAMBERS** No delegate(s) will be allowed freedom of the  
9 chambers for the duration of the congress. Each delegate must properly gain the floor for a specific  
10 purpose.

11  
12 **SECTION 3. OBTAINING THE FLOOR** Before speaking, a delegate must identify themselves  
13 each time he/she attains the floor by loudly stating their last name and assigned delegate number.

14  
15 **SECTION 4. RELINQUISHING THE CHAIR** A presiding officer may relinquish the chair to  
16 another delegate for a specified limited period to express his/her opinion as a member of the body  
17 on a particular item. The presiding officer must resume the chair after that bill has been resolved.

18  
19 **SECTION 5. NAME PLACARDS** All delegates shall have a name placard for which the delegate  
20 is responsible. The delegate’s name, school number and delegate’s letter should be printed at 80  
21 point (or less) Arial font in BLOCK LETTERS in black ink on white paper or cardstock. The  
22 placard should be folded at the top, making a two-sided “stand-on-its-own” placard. Each side  
23 should measure 4 1/4” tall by 11” long. Uniform size and color is a must for fairness. Delegates  
24 not complying with this rule may not be allowed to participate until they have secured an  
25 appropriate placard. (See below)



26  
27  
28  
29 **SECTION 6. RECORD KEEPING** The Student Congress Director shall make a copy of all  
30 records of action taken at Student Congress, including minutes of committee, party, and house  
31 proceedings, awards, the bill book, and Laws of Student Congress, and deliver said documents to  
32 the ACTAA Archivist to be archived in the organizations official archives.

33  
34 **ARTICLE X. PAGES**

35  
36 **SECTION 1. PAGE DUTIES** High Schools shall be allowed to bring pages, students that have  
37 no delegate privileges but serve as messengers during committee meetings, party caucuses, and  
38 legislative sessions.



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**SECTION 2. CAMPAIGNING** Pages and Observers shall not campaign for any candidate during official meetings of the Student Congress, including party caucuses, committee meetings, and legislative sessions.

**SECTION 3. PAGE LIMITS** Pages shall not participate in discussion, research, or assist in any capacity in Student Congress outside of passing communication originating from a delegate or a Student Congress official.

**XI. DELEGATION SPONSORS AND COACHING**

**SECTION 1. SPONSOR REQUIREMENTS** Each delegation is required to have a faculty sponsor authorized to represent the school or institution the delegation is representing and be an ACTAA member in good standing. The sponsor shall be the same person who worked with the squad in preparation for Congress.

**SECTION 2. SPONSOR PRESENT AT CONGRESS** Sponsors shall be solely responsible for their delegation, including pages and observers. Sponsors are required to be on site of Student Congress the entire time of the competition. If a sponsor needs to leave the Student Congress location, for a short amount of time, the sponsor can obtain permission from the Student Congress Director.

**SECTION 3. REGISTRATION** It shall be the responsibility of the sponsor to register their delegation before all deadlines. At the beginning of Student Congress, sponsors shall be required during a designated registration period to review their delegation’s information (entry, authors, committee assignments, candidates, etc.) and shall be the only individual representing a delegation that can require changes to an entry.

**SECTION 4. COACHING** Sponsors are encouraged to work with their delegations between scheduled formal sessions and meetings. However, sponsors shall not communicate on subjects germane to debate with delegates, pages, parliamentarians, judges, or coordinators during the sessions. They may coach between sessions and observe delegate performance when not assigned to judge.

**SECTION 5. ARKANSAS STUDENT CONGRESS PHILOSOPHY** Sponsors are encouraged to support the efforts of the Student Congress Committee, offer encouragement, write suggestions for improvements for next year, maintain a positive attitude in conversations, identify issues that are not visible to the committee, volunteer to help, and in general promote the spirit and philosophy of Student Congress.

1 **SECTION 6. APPEALS AND COMPLAINTS** Sponsors shall observe the following process if  
2 an issue arises. The sponsor should first calm students involved and remain professional. The  
3 sponsor(s) (not the delegates) should then request an audience with the Student Congress  
4 Committee. The Committee may offer immediate ruling or may request conference with the  
5 parliamentarian and coordinator. The Student Congress Committee will make every effort to  
6 address concerns raised in a professional, timely, consistent and objective manner. All Committee  
7 decision are final on said matters.

## 8 9 **XI. CONGRESS EVALUATION AND AWARDS**

10  
11 **SECTION 1. EVALUATION** In order to obtain the maximum educational value from Congress,  
12 delegates will be evaluated and instructed throughout Student Congress. The Student Congress  
13 Director shall appoint faculty judges to evaluate the quality of discussion and speeches given  
14 during sessions, including grading each delegation of said participation in Party Caucuses,  
15 Committee Meetings, and Legislative Meetings of the Houses and Senate.

16  
17 **SECTION 2. TABULATION** The following shall be used to tabulate points received during  
18 Arkansas Student Congress.

19  
20 (A) *Participation Points.* In party caucus, committees, and legislative sessions (floor debate),  
21 appointed judges shall evaluate the contribution a delegate made to sessions; including quality of  
22 speech, usefulness of action, and overall contribution. Except in the Opening Session, house &  
23 senate leadership shall not be judged in floor debate. The following scale shall be used to rate  
24 delegates participation in a session:

- 25  
26 1. Superior = 5 points  
27 2. Excellent = 4 points  
28 3. Good = 3 points  
29 4. Fair = 2 points  
30 5. Poor = 1 point  
31 6. Non-participation = 0 points

32  
33 (B) *Parliamentary Procedure Points.* The appointed parliamentarian for each house shall be the  
34 judge of delegates' use of parliamentary procedure. Using the scale established above,  
35 parliamentarian shall rate each delegate based on their use of parliamentary procedure during the  
36 entire duration of legislative sessions cumulatively.

37  
38 (B) *Party Leadership.* In party caucuses, appointed judges shall evaluate the successfulness and  
39 ability of the Party Leader and Secretary to fulfill their positions and provide leadership during the  
40 party meetings; rating the officers using the scale established above.

1  
2 (C) *House & Senate Leadership*. The appointed house coordinator for each house shall evaluate  
3 the successfulness and ability of the House Speaker, Senate President Pro-Tempore, and Clerks to  
4 fulfill their positions and to provide leadership during the legislative sessions. Using the scale of a  
5 minimum of 5 points to a maximum of 25 points, house coordinators shall rate each officer based  
6 on the entire duration of legislative sessions cumulatively.

7  
8 (D) *Best Bills*. A delegate who was the primary sponsor of a bill that was awarded recognition in  
9 the Best Bill section, shall receive the following additional points:

- 10  
11 1. Best Bill, First Place – 10 points  
12 2. Best Bill, Second Place – 5 points  
13 3. Best Bill, Third Place – 3 points.

14  
15 (E) *Passage of Bills*. No delegate or delegation shall receive points for a bill passing in committee,  
16 house, or becoming a Law of Student Congress. Bills that do become a Law of Student Congress  
17 shall receive recognition at the Joint Session of Student Congress.

18  
19 **SECTION 3. SUPERIOR AND EXCELLENT AWARDS** Delegates who received a score of  
20 five (5) in following areas shall receive a superior medallion. Delegates who received a score of  
21 four (4) in following areas shall receive an excellent pin.

- 22  
23 1. Party Caucus, Excellent & Superior  
24 2. Committee Meetings, Excellent & Superior  
25 3. Parliamentary Procedure, Excellent & Superior  
26 4. Floor Debate, Excellent & Superior

27  
28 **SECTION 4. BEST DELEGATIONS, HOUSE I, HOUSE II, & HOUSE III** The high school  
29 delegation that received the greatest total of points in their respective house from Committee,  
30 Caucus, Opening Session, Floor Debate, Officer Points, Parliamentary Procedure, and Best Bill  
31 shall receive the award of Best Delegation. The high school delegations receiving the second and  
32 third greatest total of points in this category shall also be awarded respectively.

- 33  
34 1. Best House I Delegation, First Place  
35 2. Best House I Delegation, Second Place  
36 3. Best House I Delegation, Third Place  
37 4. Best House II Delegation, First Place  
38 5. Best House II Delegation, Second Place  
39 6. Best House II Delegation, Third Place  
40 7. Best House III Delegation, First Place

1 8. Best House III Delegation, Second Place

2 9. Best House III Delegation, Third Place

3  
4 **SECTION 5. BEST OVERALL DELEGATION** The high school delegation that received the  
5 greatest total of points amongst both the houses and the senate delegation that received the greatest  
6 total of points from Committee, Caucus, Opening Session, Floor Debate, Officer Points,  
7 Parliamentary Procedure and Best Bill shall receive the award of Best Overall Delegation. The  
8 delegations receiving the second and third greatest total of points in this category shall also be  
9 awarded respectively.

- 10  
11 1. Best Overall House Delegation, First Place  
12 2. Best Overall House Delegation, Second Place  
13 3. Best Overall House Delegation, Third Place  
14 4. Best Overall Senate Delegation, First Place  
15 5. Best Overall Senate Delegation, Second Place  
16 6. Best Overall Senate Delegation, Third Place

17  
18 **SECTION 6. BEST OVERALL FLOOR DELEGATE** A delegate in each house that presents  
19 themselves during the legislative sessions to be exceptional delegates shall be awarded by the  
20 House(s) and Senate Coordinators the award of Best Overall Floor Delegate engraved plaque or  
21 trophy. The Student Congress Committee will supply the coordinators of each house with a list up  
22 to ten (10) delegates receiving the greatest scores in floor debate and parliamentary procedure.  
23 House coordinators shall select the most deserving student from the list. Delegates may be selected  
24 to receive this award in more than one year.

- 25  
26 1. House I Best Floor Delegate  
27 2. House II Best Floor Delegate  
28 3. House III Best Floor Delegate  
29 4. Senate Best Floor Delegate

30  
31 **SECTION 7. BEST DELEGATE OF EACH DELEGATION** The delegate of each delegation  
32 that received the greatest total of points amongst their delegation from Committee, Caucus,  
33 Opening Session, Floor Debate, Officer Points, Parliamentary Procedure and Best Bill shall be  
34 awarded the Best Delegate medallion.

- 35  
36 1. Best Delegate (one per school)

37  
38 **SECTION 8. HIGHEST SCORING DELEGATE** The delegate that received the greatest total  
39 of points from Committee, Caucus, Opening Session, Floor Debate, Officer Points, Parliamentary  
40 Procedure and Best Bill shall be awarded the Best Overall Delegate trophy.

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- 1. Best Overall Delegate

**SECTION 9. PRESIDING OFFICERS AWARDS.** The delegates that were duly elected to Party Leader, Speaker and Senate President Pro-tempore shall receive the following awards:

- 1. Democratic Party Leader, a Gavel
- 2. Republican Party Leader, a Gavel
- 3. House I Speaker, a Gavel and Block
- 4. House II Speaker, a Gavel and Block
- 5. House III Speaker, a Gavel and Block
- 6. Senate President Pro-tempore, a Gavel and Block

**SECTION 10. CLERKS AWARDS** The delegates that were duly elected to Party Secretary, and Clerk shall receive an engraved trophy.

- 1. Democratic Party Secretary
- 2. Republican Party Secretary
- 3. House I Clerk
- 4. House II Clerk
- 5. House III Clerk
- 6. Senate Clerk

**SECTION 11. BEST BILLS** The Student Congress Director shall appoint a third party individual to review all bills published in the Bill Book for consideration of Best Bill for each house. The bill judge shall award first, second, and third places for the “best bills” in each house. The delegates who sponsored the bill shall receive a trophy for best bill.

- 1. Best House I Bill, First Place
- 2. Best House I Bill, Second Place
- 3. Best House I Bill, Third Place
- 4. Best House II Bill, First Place
- 5. Best House II Bill, Second Place
- 6. Best House II Bill, Third Place
- 7. Best House III Bill, First Place
- 8. Best House III Bill, Second Place
- 9. Best House III Bill, Third Place
- 10. Best Senate Bill, First Place
- 11. Best Senate Bill, Second Place
- 12. Best Senate Bill, Third Place

1  
2 **SECTION 12. MARY INGALLS AWARDS** A delegate in each house who is found to have  
3 exceptional knowledge and appropriate use of parliamentary procedure shall be awarded by the  
4 house parliamentarians the Mary Ingalls Award of a copy of *Robert's Rules of Order, newly*  
5 *revised* signed by the respective house parliamentarian. The Student Congress Committee will  
6 supply the parliamentarians of each house with a list of up to ten (10) delegates receiving the  
7 greatest scores from Committee, Caucus, Opening Session, Floor Debate, and Parliamentary  
8 Procedure. Parliamentarians shall select the most deserving student from the list. This award shall  
9 not be required to be given every year, if the parliamentarian chooses to not recognize a delegate.  
10 A delegate shall only qualify to receive the award once in participation history.

- 11
- 12 1. House I Mary Ingalls Award
- 13 2. House II Mary Ingalls Award
- 14 3. House III Mary Ingalls Award
- 15

16 **SECTION 13. MARGUERITE METCALF AWARD** A delegate in the Senate who is found to  
17 have exceptional knowledge and appropriate use of parliamentary procedure shall be awarded by  
18 the Parliamentarian, the Marguerite Metcalf Award of a copy of *Robert's Rules of Order, newly*  
19 *revised* signed by the Senate Parliamentarian. The Student Congress Committee will supply the  
20 Senate Parliamentarian with a list of up to ten (10) delegates receiving the greatest scores from  
21 Committee, Caucus, Opening Session, Floor Debate, and Parliamentary Procedure. The  
22 Parliamentarian shall select the most deserving student from the list. This award shall not be  
23 required to be given every year, if the parliamentarian chooses to not recognize a delegate. A  
24 delegate shall only qualify to receive the award once in participation history.

- 25
- 26 1. Marguerite Metcalf Award
- 27

28 **SECTION 14. MELINDA VALDEZ-MILLOWAY AWARD** The delegate in House I who  
29 received the greatest total combined points from Committee, Caucus, Opening Session, Floor  
30 Debate, Officer Points, Parliamentary Procedure and Best Bill shall be awarded the Melinda  
31 Valdez-Milloway Award of a copy of *Robert's Rules of Order, newly revised* signed by Melinda  
32 Milloway or the Student Congress Director. A delegate may receive the award more than once, if  
33 he/she has received the greatest total combined points in competition in multiple years.

- 34
- 35 1. Melinda Valdez-Milloway Award
- 36

37 **SECTION 15. PATRICIA TREADWAY AWARD** The delegate in House II who received the  
38 greatest total combined points from Committee, Caucus, Opening Session, Floor Debate, Officer  
39 Points, Parliamentary Procedure and Best Bill shall be awarded the Patricia Treadway Award of a  
40 copy of *Robert's Rules of Order, newly revised* signed by Patricia Treadway or the Student

1 Congress Director. A delegate may receive the award more than once, if he/she has received the  
2 greatest total combined points in competition in multiple years.

3

4 1. Patricia Treadway Award

5

6 **SECTION 16. THE HIGHEST SCORING DELEGATE IN HOUSE III AWARD** The  
7 delegate in House III who received the greatest total combined points from Committee, Caucus,  
8 Opening Session, Floor Debate, Officer Points, Parliamentary Procedure and Best Bill shall be  
9 awarded the Highest Scoring Delegate in House III Award of a copy of *Robert's Rules of Order*,  
10 *newly revised* signed by the Student Congress Director. A delegate may receive the award more  
11 than once, if he/she has received the greatest total combined points in competition in multiple  
12 years.

13

14 1. The Highest Scoring Delegate in House III Award

15

16

17 **SECTION 17. MARY MELEKIAN RICHARDSON AWARD** The delegate in the Senate who  
18 received the greatest total combined points from Committee, Caucus, Opening Session, Floor  
19 Debate, Officer Points, Parliamentary Procedure and Best Bill shall be awarded the Mary Melekian  
20 Richardson Award of a copy of *Robert's Rules of Order*, *newly revised* signed by Mary Richardson  
21 or the Student Congress Director. A delegate may receive the award more than once, if he/she has  
22 received the greatest total combined points in competition in multiple years.

23

24 2. Mary Richardson Award

25

26 **SECTION 18. PAGE SERVICE PIN** House coordinators may choose to recognize pages for  
27 exceptional service during Student Congress.

28

29

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