



## **Bylaws of Penn Student Government (PSG) Steering**

**Adopted October 2, 2016**

### **SECTION I: Definition of PSG Steering**

1. PSG Steering is an autonomous committee that consists of the leaders of the six branches of Penn Student Government.
2. PSG Steering is intended as a forum for discussion and does not possess the authority to bind any branch to a particular action.

### **SECTION II: Membership in PSG Steering**

3. Full members of PSG Steering shall be the Presidents of each of the four Class Boards, the Chair and Vice Chair for Education of the Nominations and Elections Committee (NEC), the Chair External of the Student Activities Council (SAC), the Chair of the Student Committee on Undergraduate Education (SCUE), the President of the Social Planning and Events Committee (SPEC), and the President and Speaker of the Undergraduate Assembly (UA).
4. The Vice Chair for Education, subject to a majority vote of PSG Steering, may invite Associate members to PSG Steering on a meeting-by-meeting basis.
  - a. Associate members shall not possess voting rights.

### **SECTION III: Meetings and Discussion**

1. The NEC Vice Chair for Education shall be responsible for setting the agenda, moderating the meeting, and recording and distributing meeting minutes, consistent with the NEC Bylaws (X.A.).
  - a. In the absence of the NEC Vice Chair for Education, the Full members of PSG Steering shall select a Chairperson pro tempore.
2. Any item may be added to the agenda by the request of any Full member.
3. Meetings should ordinarily consist of project updates from each branch and discussions on areas for collaboration.
4. Meetings may be called by the NEC Vice Chair for Education or any two Full members representing two different branches.
5. PSG Steering should make every effort to meet every two weeks.
6. All PSG Steering meetings are closed, limited to Full members and Associate members defined in II.4. and off-record.

### **SECTION IV: Attendance and Voting**

1. Attendance shall be taken at the beginning of every PSG Steering meeting by the NEC Vice Chair for Education.
2. Each branch shall have one vote, and the NEC Vice Chair for Education shall only vote in the case of a tie.
  - a. Branches that have multiple representatives will have their votes weighted by the number of representatives of their branch participating in the vote. (e.g. If three Class Board Presidents participate in a vote, each of their votes will count as 1/3 of a vote).
3. No vote shall be taken without first seeking approval of any motion to vote by unanimous consent.
4. All votes of PSG Steering shall be carried by a majority of all branches present concurring save votes to adopt or amend these Bylaws, which shall require of the consent of two-thirds of all branches.