Rules and Administration Committee Meeting Minutes  
Date: 07/06/2023

I. Call to Order
   a. Meeting called to order at 1:04 pm

II. Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Present/Absent</th>
<th>Required Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rafael Moya-Palacios</td>
<td>Chair</td>
<td>Present</td>
<td>Y</td>
</tr>
<tr>
<td>Tiara Campbell</td>
<td>Senate pro temp</td>
<td>Present</td>
<td>N</td>
</tr>
<tr>
<td>Dale Brochinsky</td>
<td>Vice chair</td>
<td>absent</td>
<td>Y</td>
</tr>
<tr>
<td>Olivia Gibson</td>
<td>Member</td>
<td>Present</td>
<td>Y</td>
</tr>
<tr>
<td>Raquel Fleites</td>
<td>Member</td>
<td>Absent</td>
<td>Y</td>
</tr>
<tr>
<td>Keren Keys</td>
<td>Member</td>
<td>Present</td>
<td>Y</td>
</tr>
<tr>
<td>Lindsey Burgos</td>
<td>Member</td>
<td>Absent</td>
<td>Y</td>
</tr>
</tbody>
</table>

Quorum established at 1:04pm

III. Unfinished Business
   A. Set goal and accomplishments for 2023-2024 senate year

V. New Business
   A. Review of statutes and constitution
      1. Chairman Moya-Palacios read through our constitution and statutes the importance and role of the rules committee
   B. Standard operating procedures for rules and administration committee debate and review
      1. Chairman Moya-Palacios read the Standard Operating procedure to be applied throughout the summer, fall and spring semesters along with a line of succession
   C. Set goals and accomplishments for 2023-2024 senate year
      1. Chairman Moya-Palacios sets a motion to move forward and have a 5 minute debate on legislative ideas for committee
      2. Motion fails no second received
      3. Has been moved to unfinished business for next meeting
   D. Presentation of SGA finance code for reviewing legislation for appropriation bills (next meeting)
      1. Has been moved to unfinished business for next meeting
V. Reports
   A. Senate Leadership – Senate pro tempore expressed Sophia Trelles would have done a presentation in Senate but will not be able to do it because of personal issues, comptroller Iara Raggio will be presenting to the senate next week.
   B. Committee - no report
   C. Advisor - no report
VI. Announcements - none
VII. Meeting Adjournment
   a. Meeting adjourned at 1:37pm