

UNIVERSITY of  
**HOUSTON**

STUDENT GOVERNMENT ASSOCIATION

**Label:** SGAB-58002

**Date introduced:** 6-23-2021

**Author:** Speaker Hilton

**Sponsor(s):** Director Nguyen

**Committee:** Internal Affairs

**Draft:** Final

**Meeting Minutes Update Bill**

**Whereas,** the current process of recording meeting minutes could be improved;

**Whereas,** Senate meetings are already recorded;

**Whereas,** a recorded copy of Senate meetings for Senators and students alike to view later would be beneficiary.

**Therefore, be it enacted by the Senate of the Student Government Association of the University of Houston:**

That Title 2 (2)(1)(2) of the Bylaws be added;

**Be it further enacted,** that Title 2 (2)(1)(2) read:” Video Recordings of the Senate Meetings uploaded to the Speaker of the Senate’s Microsoft Stream fulfill the aforementioned Meeting Minute requirements.”.

**Be it further enacted,** that Title 2 (2)(1)(3) be added;

**Be it further enacted,** that Title 2 (2)(1)(3) read; The video description for each uploaded video recording of Senate Meetings must include but is not limited to:

- a. The Agenda, or a link to it
- b. A disclaimer stating that reproduction or sharing of the video outside of the University of Houston requires written permission from the Speaker.
- c. Contact information of the Speaker
- d. Meeting date and time
- e. A disclaimer stating that should deaf or hard of hearing students require clarification regarding the subtitles that they should contact the Speaker



Arsalan Darbin

Student Government President

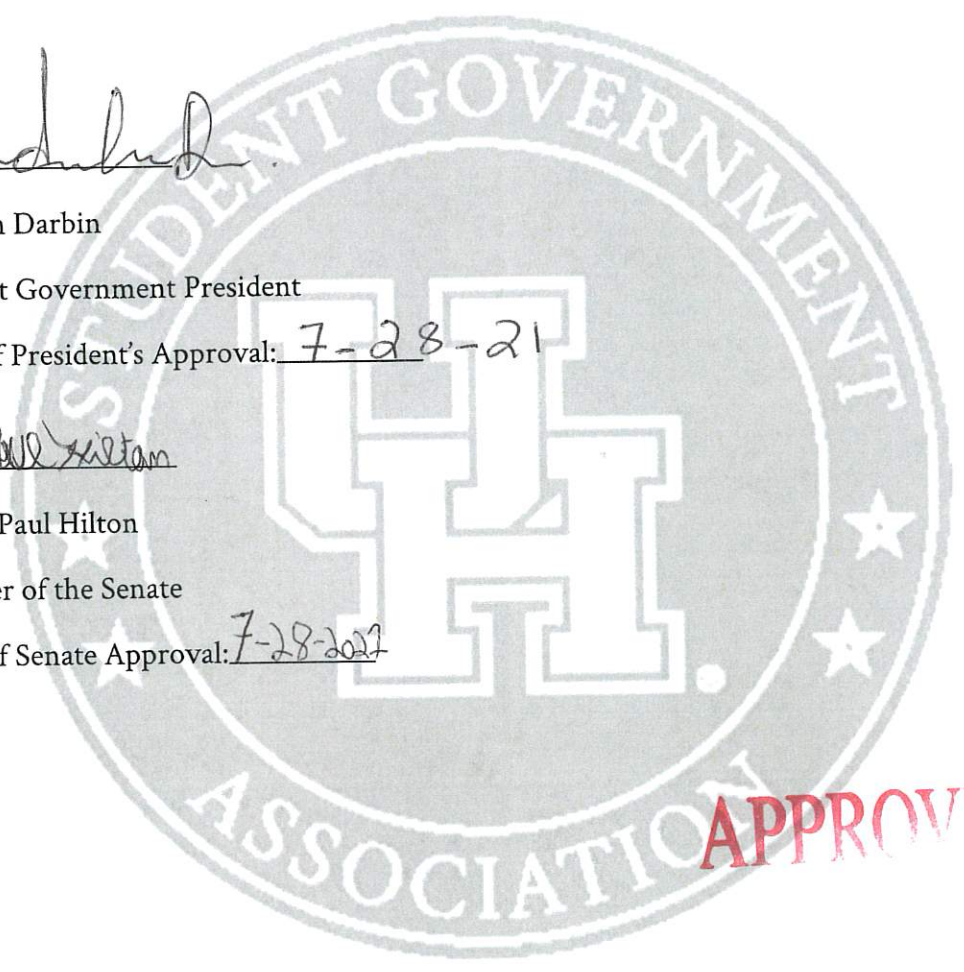
Date of President's Approval: 7-28-21



David Paul Hilton

Speaker of the Senate

Date of Senate Approval: 7-28-2021



**APPROVED**