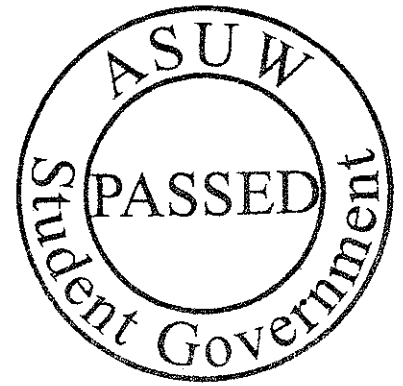


**SENATE BILL # 2241**



**TITLE: Committee Rules and Procedures Act of 2009**

**DATE: March 9, 2009**

**AUTHOR: Senator Kinney**

**SPONSORS: Constitution Committee: Senator Beach, Lewis, MacLellan, Wallace, and Weaver**

1. WHEREAS, the standing committees of the Associated Students of the University of
2. Wyoming (ASUW) are a critical component of the legislative process; and
3. WHEREAS, the ASUW Judicial Council, in their interpretation dated October 16, 2008,
4. specifically stated the following with respect to the question of committee powers to amend
5. legislation in Interpretation and Recommendation 1: "The Council also recommends that the
6. Senators consider developing working procedures to address the drafting of friendly
7. amendments and amendments within the committee structure. These recommendations are
8. based on the Judicial Council's opinion that no specific language within the working
9. documents of ASUW relevant [sic] to the question posed regarding friendly amendments";
10. and
11. WHEREAS, additional details in the Rules and Procedures of the ASUW Senate relating to
12. committee powers could have addressed the remaining questions presented in the Judicial
13. Council interpretation; and
14. WHEREAS, amending the Rules and Procedures of the ASUW Senate would provide clear
15. guidance to committees regarding their duties and powers to draft, amend, and investigate
16. legislation, as well as other relevant committee business.
17. THEREFORE, be it enacted by the Student Senate of the Associated Students of the
18. University of Wyoming (ASUW) that the following changes and additions be made to the

19. Rules and Procedures of ASUW: Following Article VI: Legislative Actions, Section 1, Line  
20. D, insert a new line E which reads: "Committee procedures for handling bills, resolutions,  
21. hearings, and other committee business shall be determined by Committee Rules and  
22. Procedures established in Article VI, Section 2"; and  
23. THEREFORE, be it further enacted that the text contained in Addendum A be placed into the  
24. ASUW Rules and Procedures in Article VI, in a new Section 2; and  
25. THEREFORE, be it further enacted that all changes made by this legislation shall be inserted  
26. into the ASUW Rules and Procedures with appropriate technical corrections and formatting  
27. consistent with the ASUW Rules and Procedures; and  
28. THEREFORE, be it further enacted that this legislation will become effective immediately  
29. upon passage by the Student Senate of the ASUW.

**Referred to** Constitution Committee and Student Relations Committee

**Date of Passage:** 04/074/09

**Signed:**

**UNANIMOUSLY**

*Jonathan McBride*

"Being enacted on 4/14/09, I do hereby sign my name hereto and  
approve this Senate action."

*Kelsey Day*  
**ASUW President**

## ADDENDUM A

### Article VI: Legislative Actions Section 2.

#### A. Committee Powers and Procedures

- a. Powers. Standing committees of ASUW shall be authorized to hold meetings, make investigations into any matter within their jurisdiction, report on the findings of such investigations to the ASUW Senate, and shall have any and all necessary authority to carry out their functions as established under the ASUW By-Laws. Each standing committee shall be authorized to originate bills and resolutions within its jurisdiction, in addition to considering legislation or other business referred to it.
- b. Meeting times. Each standing committee shall fix regular weekly, biweekly, or monthly meeting days for the transaction of business before the committee and additional meetings may be called by the committee chair as he/she may deem necessary.
- c. Quorum. Each standing committee is authorized to fix the number of its senators (but not less than 1/3 of its entire membership) who shall constitute a quorum for the transaction of such business as may be considered by said committee.
- d. Proxies. No senator shall be allowed to cast a vote in committee by proxy.
- e. Records. Each standing committee shall keep as complete a record as practicable of all committee actions. The results of votes taken in any committee meeting on any legislation, amendments, or other business considered by the committee shall be reported by the committee chair when such legislation, amendments, or other business is brought before the full ASUW Senate.
- f. Procedures. It shall be at the discretion of the chair of the committee to determine the level of parliamentary procedure necessary for the committee to effectively conduct its business. The committee chair, in cooperation with committee members, shall make reasonable efforts to run the meeting as efficiently as possible under the circumstances.

#### B. Bills and Resolutions

- a. Scheduling: Once a bill or resolution is referred to an ASUW standing committee by the ASUW Steering Committee, the committee chair shall set a date and time for the standing committee to discuss the bill or resolution. This discussion can take place during the normal meeting times of the committee or at a different time to be determined by the committee chair.
- b. Consideration Requirements: The meeting in which the legislation is discussed must be attended by a quorum of committee members and may be attended by the authors of the legislation. The committee consideration of bills, resolutions, or other legislative acts shall be open to the public, except when a committee is asked to consider matters which fall under executive privilege. Should a committee meeting be closed for executive

session, no legislative business or votes shall be recorded until the meeting is reopened to the public. The committee chair shall have full discretion to determine when and where to hold the meeting and how much public notification and/or advertising is necessary to encourage public involvement in the process. The committee chair shall also have discretion to determine the process of inviting comments, either written or in person, from University of Wyoming Administration Officials and Employees, the ASUW President, Vice President, Executives, Senators, ASUW Ex-Officios, Recognized Student Organizations (RSOs), and Students.

c. Purpose of Authors' Attendance: The authors of the legislation shall be encouraged to attend the committee meeting to discuss the purposes behind the legislation and to answer questions from committee members regarding issues including, but not limited to: justification, subject matter, implementation, financing, and other relevant considerations regarding the legislation. If the authors are not able to attend the committee meeting in which their legislation will be discussed, they are encouraged to submit a supplementary document containing sufficient information to assist the committee in its consideration of the legislation.

d. Committee Consideration of Legislation: Amendments. The standing committee shall have broad powers to amend any bill, resolution, or other legislative act referred to it. The committee shall not have the power to completely contradict the original intent of the legislation through amendment. All amendments adopted during committee consideration shall be submitted to the ASUW Secretary for inclusion in the legislation prior to consideration by the Senate. The text of amendments shall be submitted to the Secretary of the Senate no later than 12:00 p.m. on the Friday prior to the Senate meeting in which the legislation is to be considered.

e. Committee Consideration of Legislation: Time. It shall be within the discretion of the committee chair to determine the time necessary for full consideration of any legislative matter before the committee. The committee chair shall inform the Vice President of the Senate and the Secretary of the Senate no later than 12:00 p.m. on the Friday prior to the Senate meeting in which the legislation will be considered under second reading if legislation will not be ready for consideration by the Senate. If the committee is not prepared to make a recommendation, the committee chair will be required, during their report to the Senate, to explain the reasons for the committee's action. If the Vice President is not informed otherwise by the committee chair, the referred legislative business shall be deemed ready for Senate consideration. If the Senate desires to take up legislation that has not been reported out of committee, senators can discharge the committee of legislation using appropriate motions in Robert's Rules of Order.

f. Committee Consideration of Legislation: Duties of Committee Chair. It shall be the duty of the chairman of each committee to promptly report to the Senate any legislation, amendment, or other business requiring a vote of the Senate, which has been approved by the committee and to take necessary steps to bring the matter to a vote. It shall also be the duty of the committee chair(s) to reconcile conflicting amendments should legislation or other committee business be referred to two or more committees, or in any other

circumstances where conflicting amendments may arise between committees. Irreconcilable committee amendments shall be offered by the respective committee chairs in the form of general amendments during Senate consideration, in the order the committees were referred the legislation.