SENATE BILL #2307

TITLE: ASUW Head Table Reform - 2011

DATE: January 23, 2011

AUTHORS: Senator Dugas

SPONSORS: Vice President Brown, Senators Koohmaraie and Mullen

1. WHEREAS, the secretarial aspects of the Associated Students of the University of Wyoming
2. (ASUW) weekly senate meetings are important for the consistent and structured nature required of
3. any legislative meeting, such as those of the ASUW Student Senate; and,
4. WHEREAS, the current responsibilities of the ASUW Head Table relate to the ordered structure of
5. weekly ASUW Senate meetings; and,
6. WHEREAS, the inclusion of the aforementioned secretarial duties in the responsibilities of ASUW
7. Head Table senators would, in no way, affect the productivity and effectiveness of senate meetings of
8. the ASUW; and,
9. WHEREAS, such incorporation of secretarial duties into ASUW Head Table responsibilities will
10. allow the ASUW Secretary to work a more regular and proficient weekly schedule.
11. THEREFORE, be it enacted by the Student Senate of the Associated Students of the University of
12. Wyoming (ASUW) that Article II, Section 1 of the ASUW Rules and Procedures be amended to
13. reflect the changes contained in Addendum A; and,
14. THEREFORE, be it further enacted that Article II, Section 7 of the ASUW By-Laws be amended to
15. reflect the changes contained in Addendum B; and,
16. THEREFORE, be it further enacted that the aforementioned amendments to the ASUW Rules and
17. Procedures and ASUW By-Laws take immediate effect upon adoption of this legislation.
Referred to: Constitution Committee

Date of Passage: 02/08/11 Signed: [Signature]

"Being enacted on 02/08/11, I do hereby sign my name hereto and approve this Senate action." [Signature]

ASUW President
Addendum A

Section 1. The following shall be the order of business:

A. Call to order
B. Mission Statement: "The purpose of the Student Government of the Associated Students of the University of Wyoming is to serve our fellow students in the best manner possible through accurate representation, professional interaction with campus programs and organizations, and responsible, effective leadership."
C. Roll call – all voting and non-voting members of the Senate
D. Approval of Minutes
E. Approval of the Agenda
F. Open Forum
G. Special Event – determined by Chair and if necessary
H. Communications
   i. Advisor
      ii. Executives
         a. President
         b. Executive Assistants
         e. Judicial Council
      iii. Legislative
         a. Secretary
         b. Vice-President
         i. President
         ii. Executive Assistants
         ii. Judicial Council
         iv. Vice-President
         v. Advisor
        v. Ex-Officio Communications
        vi. Committee Reports--Steering first, followed by others in alphabetical order, followed by Ad-Hoc Committees
           vi. College Contact Reports
I. RSO Funding Board Requests – Listed by group name
J. Old Business
K. New Business
L. Announcements
M. Processing
N. Adjournment
Addendum B

Section 7. Senate Officers:

A. The Chairman of the ASUW Senate is the ASUW Vice President, who shall prepare the agenda, and be the presiding officer for all meetings, and tally all head count votes of the ASUW Senate.

B. At the first business meeting following the installation of new Senators, the following officers are elected from the Senate voting membership:

i. President Pro Tempore – He/she shall preside over the Senate and carry out the related duties of the Vice President including the preparation of the agenda, in the case of the Vice President’s absence or at his/her request. He/she shall also serve as Chairperson of the Committee-of-the-Whole as well as assist the Chairperson of the Senate. He/she shall assume the duties of the Chairperson of the ASUW Senate in the absence of the Chair.

ii. Parliamentarian – He/she shall keep the ASUW Senate procedure in accordance with the ASUW Constitution, By-Laws, and the most recent Robert’s Rules of Order. He/she shall inform the Chair of any procedural violations, which the Chair will remedy. He/she shall record all motions and seconded motions and which ASUW Senator makes such motions and seconds each motion. He/she shall assume the duties of the President Pro Tempore in case the absence of the President Pro Tempore is absent and shall aid the Chair of Senate.

iii. Sergeant-at-Arms – He/she shall preserve order as the Chair may direct, and assume the duties of the Parliamentarian in the case of the absence of the Marshal.

iv. Marshal - Immediately following the call to order, he/she shall encourage the Senate to join him/her in the reading of the ASUW Senate’s Mission Statement as stated in the ASUW Rules and Procedures. He/she shall perform roll call of the ASUW Senate following the reading of the ASUW Senate Mission Statement. He/she shall record late arrivals and early departures of ASUW Senators. He/she shall read all first, second, and third readings of legislation before the ASUW Senate. He/she shall tally and record all roll call votes of the ASUW Senate and record all head count votes and voice votes. He/she shall assume the duties of the Sergeant-at-Arms in the absence of the Sergeant-at-Arms.

v. Historian – He/she shall compile and catalog all ASUW related documents (i.e. legislation, newspaper articles, correspondence, pamphlets, etc.); and shall serve to establish pertinent materials for the establishment and continuance of a permanent ASUW archives. He/she shall oversee and manage such archives during term of office.