

**SENATE BILL #2386**

**TITLE:        Establishment of ACRES as an ASUW Program**

**DATE:        January 24, 2013**

**AUTHOR:     Senator Messer**

**SPONSORS:  Senators Dinneen, Garcia, Hasley, Palm, and Unangst**

1. WHEREAS, it is the duty of the Student Government of the Associated Students of the
2. University of Wyoming (ASUW) to provide a diverse array of services and programs; and,
3. WHEREAS, ASUW and Agricultural Community Resources for Everyday Sustainability
4. (ACRES) have had an amicable relationship in the past; and,
5. WHEREAS, ACRES provides a variety of benefits to the student body, such as composting
6. and vegetables for Residence Life and Dining Services; and,
7. WHEREAS, ACRES provides an excellent opportunity for students to enrich their education
8. through hands-on experience and research opportunities; and.
9. WHEREAS, ASUW has, in recent years, emphasized sustainability as an important aspect of
10. campus life; and,
11. WHEREAS, sustainability is a core component of ACRES' mission; and,
12. WHEREAS, ACRES currently has an operating infrastructure, which eliminates the hurdle
13. of acquiring space, equipment, etc., for a new program; and
14. WHEREAS, this infrastructure would remain intact throughout and after a transition from
15. RSO Status to an ASUW Program; and,
16. WHEREAS, the success of ACRES has grown to the point that its status as a Recognized
17. Student Organization (RSO) has become limiting; and,
18. WHEREAS, ASUW would like to see the continued growth of a program that provides such

19. diverse services to the student body; and,
20. WHEREAS, the continual growth of such a successful program requires a more stable and
21. consistent leadership and monetary structure; and,
22. WHEREAS, such can best be provided as a Program of the ASUW; and,
23. WHEREAS, the ASUW Reserve has a current balance of \$350,310.88, which is \$50,310.88
24. above the ceiling.
25. THEREFORE, be it enacted by the Student Government of the Associated Students of the
26. University of Wyoming (ASUW) that Article II, Section 10, Subsection A, Clause vii of the
27. ASUW Bylaws be amended to reflect the changes contained in Addendum A, effective July
28. 1<sup>st</sup>, 2013; and,
29. THEREFORE, be it further enacted that Article VIII, Section 1, Subsection C of the ASUW
30. Bylaws be amended to reflect the changes contained in Addendum B, effective July 1<sup>st</sup>, 2013;
31. and,
32. THEREFORE, be it further enacted that the working document contained in Addendum C be
33. adopted as the official operating guidelines for ACRES; and,
34. THEREFORE, be it further enacted that ACRES submit a budget proposal, in accordance
35. with the standard procedures of the ASUW Budget and Planning Committee, for FY14, to be
36. allocated through the ASUW budgeting process.

**Referred to:** \_\_\_\_\_

**Date of Passage:** \_\_\_\_\_ **Signed:** \_\_\_\_\_

(ASUW Chairperson)

“Being enacted on \_\_\_\_\_, I do hereby sign my name hereto and  
approve this Senate action.” \_\_\_\_\_

ASUW President

Addendum A

**ARTICLE II**  
Legislative Branch

Section 10. Senate Committees:

A.

- viii. The ASUW Students' Program Advisory Committee:
- a. Purpose. The Students' Program Advisory Committee shall serve as a means by which the ASUW Student Senate shall advise and assist with all ASUW programs.
  - b. Powers. The Committee shall advise and assist all programs of the ASUW and shall formally and informally evaluate aspects of the program which include but are not limited to the budget, student fee allocation, and staffing of all the current programs of the ASUW. The Committee shall also provide recommendations to all programs of the ASUW and the ASUW Senate and Executive Branch on staff, budget, etc. The Committee will maintain regular contact with all programs of the ASUW and will regularly provide institutional and programmatic support to all programs of the ASUW.
  - c. Composition. The Committee shall consist of a minimum of five (5) Senators of the ASUW, one (1) of whom shall serve as chairperson, three (3) ASUW Students-at-Large, one (1) being a Freshman Senator, and a unique student representative of each ASUW program or service shall have the opportunity to serve as a voting member.
    - a. These program and service representatives may be from, but not limited to:
      - i. Associated Students Technical Services (ASTECS)
      - ii. United Multicultural Council
      - iii. ASUW Student Radio Program
      - iv. A.L. Lupton Financial Literacy Program
      - v. Freshman Senate
      - vi. Students' Attorney Program
      - vii. Non-Traditional Student Council
      - viii. Panhellenic Council
      - ix. Interfraternity Council
      - x. SafeRide
      - xi. ECO
      - ~~xi~~.xii. Agricultural Community Resources for Everyday Sustainability (ACRES)
    - b. All these program and service representatives are subject to the final approval of the ASUW Vice President. All program and service representatives will have the right to vote in this Committee. The ASUW Vice President shall appoint one (1) Executive Assistant to serve as an ex-officio on the committee.

Addendum B

**ARTICLE VIII**  
Services and Programs

Section 1. All services and programs funded by the ASUW shall be placed in one (1), and only one (1), of the following categories:

C. Other Programs and Services

i. The following groups operate either in an advisory capacity to ASUW, have little need for consistence in meeting times and locations, or have available meeting space which they ought to be encouraged to utilize. These Include:

- a. Associated Students Technical Services (ASTECC)
- b. United Multicultural Council
- c. A.L. Lupton Financial Literacy Program
- d. UW Student Radio Station
- e. Freshman Senate
- f. Students' Attorney Program
- g. Non-Traditional Student Council
- h. Panhellenic Council
- i. Interfraternity Council
- j. SafeRide
- k. ECO

~~k.l.~~ Agricultural Community Resources for Everyday Sustainability  
(ACRES)

Addendum C

**University of Wyoming  
Student Organization Application  
Constitution**

*Agricultural Community Resources for Everyday Sustainability (ACRES)*

*Date Original Constitution Ratified: January 18<sup>th</sup>, 2007*

*Dates of Amendments: September 8<sup>th</sup>, 2011*

**PREAMBLE**

ACRES, the Student Farm is a University of Wyoming student managed agricultural operation that provides quality nutritious food for the local community. The Student Farm will additionally provide educational and research opportunities for the Laramie and University of Wyoming communities.

**ARTICLE 1. Name**

**Section 1.** The name of this organization shall be Agricultural Community Resources for Everyday Sustainability (ACRES)

**ARTICLE II Purpose**

**Section 1.** The purpose of the organization shall be:

- a. To encourage participation in campus sustainability
- b. To foster and further educational and research goals
- c. To increase awareness of small-scale agriculture

**Section 2.** The Organization must be willing to abide by established University policies

**ARTICLE III. MEMBERSHIP AND DUES**

**Section 1.** Membership in the organization shall be open to all University of Wyoming students.

**Section 2.** There shall be no dues.

**Section 3.** ACRES admits students without regard to their race, religion, color, sex, age, sexual orientation, or national or ethnic origin to all the rights, privileges, programs, and other activities generally accorded or made available to members of the organization.

**ARTICLE IV. OFFICERS**

**Section 1.** The Executive Committee/Officers of the organization shall consist of a President, a Vice-President, a Secretary, and a Treasurer.

- a. **The duties of the President include but are not limited to the following:**
  1. Take turns with the Vice President to lead weekly meetings

2. Manage the composting program
3. Be primary point of contact with the Agricultural Experiment Station
4. Handle equipment-related issues such as the tractor
5. Ensure that seeds are ordered according to the crop plan
6. Communicate via ACRES officers email Conduct general planning of ACRES activities
7. Provide 2 tours of the student farm or presentations on campus or in the community per semester
8. Attend campus and community resource fairs
9. Assist with grant-writing and fundraising
10. Work on the 1.8-acre allotment during the summer
  - a. Prepare beds for planting, plant seeds, weed, harvest, general clean-up
  - b. Direct volunteers
  - c. Help to distribute produce (to local soup kitchen, farmer's market, veggie stand, some sort of CSA, etc.)
11. Coordinate with the Farm Manger in order to maintain contact with ASUW

**b. The duties of the Vice President include but are not limited to the following:**

1. Take turns with the President to lead weekly meetings
2. Coordinate on-campus events sponsored by ACRES (i.e. screening of the film FRESH on Jan. 28 2010)
3. Communicate via ACRES officers email in response to inquiries from students, members, faculty, other RSOs and community groups and individual community members
4. Conduct general planning of ACRES activities
5. Provide 2 tours of the student farm or presentations on campus or in the community per semester
6. Attend UW resource fairs to recruit new student members
7. Attend community resource fairs to advertise ACRES and inform the general public of local gardening opportunities
8. Assist with grant-writing and fundraising
9. Network to build and strengthen relations between ACRES and UW departments.
10. Work on the 1.8-acre allotment during the summer
11. Prepare beds for planting, plant seeds, weed, harvest, general clean-up
12. Direct volunteers
13. Help to distribute produce (to local soup kitchen, farmer's market, veggie stand, some sort of CSA, etc.)

**c. The duties of the Secretary include but are not limited to the following:**

1. Attend meetings, record minutes, and send them out electronically
2. Keep all important ACRES documents and filing them (electronically and hard copy)
3. Maintain ACRES volunteer contact list
4. Send periodic e-mails to ACRES list serve about important events and workdays
5. Send reminder e-mails to ACRES members and volunteers regarding workdays/upcoming meetings/events
6. Maintain website; keep it up to date
7. Work with other officers/members to organize events
8. Attend campus and community resource fairs
9. Work on the farm during summer months

**d. The duties of the Treasurer include but are not limited to the following:**

1. Attend meetings and provide report on the account
2. Keep track of expenditures and income
3. Manage grant-writing and fundraising
4. Keep track of grants and their status
5. Keep track of produce quantities and costs during the harvest season
6. Work on the farm during summer months
7. Work with other officers/members to organize events
8. Attend campus and community resource fairs
9. Work in conjunction with the ASUW Accounting Associate to track and manage expenditures, income, and grant funding.

**ARTICLE V. OPERATIONS**

**Section 1.** Election of officers

- a. The officers shall be elected each November so that they have adequate time to familiarize themselves with their positions before the Spring planting season comes.
- b. Officers are elected in November and activated in February. All positions are one-year positions, spanning from the February of one year to the February of the next.
- c. In order to hold office, candidates must have adequate familiarity with ACRES, as determined by the previous officers and/or board members.
- d. The candidates shall be nominated by nominations from the floor.
- e. Voting shall be conducted through an online poll, such as Survey Monkey, or by ballot, as decided by the members.
- f. A majority of  $\frac{3}{4}$  of all votes cast shall be necessary for election
- g. Following each selection or change of any officer/advisor, the Dean of Students or designee will be notified in writing.

**ARTICLE VI. MEETINGS**

**Section 1.** ACRES shall meet weekly, though special meetings may be called by any of the officers/advisor when necessary.

**ARTICLE VII. AMENDMENTS**

**Section 1.** Proposed amendments shall be submitted in writing and read at a regular meeting and shall be acted upon at the following meeting

**Section 2.** This Constitution may be amended by a majority of  $\frac{3}{4}$  of those members at the meeting.

**ARTICLE VIII. RATIFICATION**

**Section 1.** Upon approval of the ASUW Senate, this document shall become the Constitution of ACRES.

## Addendum D

Estimated ACRES budget, based on previous years' expenses.

Category	Amount
Marketing	500
Office Supplies	200
Food / Activities	400
Seeds	400
Transplants	400
Employment	19000
Tractor	1000
Truck	400
Insurance	500
Fuel	900
Misc. equipment	500
Irrigation	1000
Tent	300
Trash Cans	1200
Supplies	500
Port - O - Potty	500
Market Fees	170
Barn Maintenance	200
Hoop House upkeep	1200
Student Research	1000
Emergency	500
<b>TOTAL</b>	<b>30770</b>



Addendum E



Agricultural Experiment Station  
College of Agriculture & Natural Resources  
Department 3354, 1000 E. University Avenue  
Laramie, Wyoming 82071-2000  
(307) 766-3667 • fax: (307) 766-3379  
<http://uwadminweb.uwyo.edu/uwexpstn/>

January 22, 2013

ACRES Student Farm  
1000 E. University Ave., Dept 3354  
Laramie, WY 82071

Dear ACRES Student Farm members,

This letter is to confirm permission granted through the Agricultural Experiment Station for ACRES to continue the use of the 1.8 acre allotment of land as well as the water from the Agricultural Experiment Station. This permission is granted upon the condition that ACRES continues to use the land and the water in a manner that is consistent with the goals and mission of both ACRES Student Farm and the Agricultural Experiment Station.

Sincerely,

Bret Hess  
Associate Dean and Director  
Wyoming Agricultural Experiment Station

cc: Frank Galey  
Donna Brown  
Urszula Norton

Addendum F

# UNIVERSITY OF WYOMING

Plant Sciences Department  
College of Agriculture and Natural Resources  
Department 3354 • Laramie, WY 82071-3354  
(307) 766-3103 • fax (307) 766-5549 • <http://uwyo.edu/UWplants>

January 22, 2013

ACRES Student Farm  
1000 E. University Ave., Dept 3354  
Laramie, WY 82071

Dear ACRES Student Farm members,

This letter is to confirm permission granted through the Department of Plant Sciences to continue using the vehicle (truck – UW 382, blue 1990 Ford Ranger) and tractor (green John Deere model 950) as part of the Acres Student Farm operations. This permission is granted upon the following conditions:

- ACRES Student Farm will absorb the responsibility for maintenance, repair and insurance for both vehicles. Any repair/maintenance issues with the truck should be communicated to the department head and/or ACRES advisor and with the tractor to the ACRES advisor and Brian Meador.
- ACRES Student Farm will operate these vehicles according to the UW Vehicle Use Policy (see attached summary and available at: <http://www.uwyo.edu/administration/operations/risk-management/vehicle-use-policy-information.html>).
- All ACRES Student Farm members operating the vehicles are strongly encouraged to take the Defensive Driving course offered through the office of Environmental Health and Safety (<http://www.uwyo.edu/ehs/training/>). Student drivers should take all other driver safety training as appropriate and available e.g. tractor safety.
- The Department of Plant Sciences is not obligated to replace either vehicle for ACRES Student Farm use if/when they are no longer operational.

If you have questions, please don't hesitate to contact me at [dmbrown@uwyo.edu](mailto:dmbrown@uwyo.edu) or 766-4135.

Sincerely,



Donna M. Brown, PhD  
Associate Dean and Director, Professor  
Academic and Student Programs Office  
Interim Department Head, Plant Sciences  
College of Agriculture and Natural Resources