

Date Passed: 2/16/16

Vote Count: 23-4.

**SENATE BILL #2484**

**TITLE:** Revision of ASUW Senators' Office Hour Responsibilities

**DATE:** February 3, 2016

**AUTHOR:** Senator Thomson-Lichty

**SPONSORS:** Senators Campbell and Wolfgang



1. WHEREAS, it is the duty of the Associated Students of the University of Wyoming (ASUW)
2. Student Government to accurately represent our fellow students through effective outreach; and,
3. WHEREAS, upon taking the Oath of Office senators agree to fulfill obligations which further
4. that effective student outreach; and,
5. WHEREAS, the senators of the ASUW Student Government are required by the ASUW
6. By-Laws (Article II, Section 4, Subsection K, Clause iii) to perform outreach to students through
7. at least one (1) office hour during each full month of the academic semester; and,
8. WHEREAS, the current implementation of this office hour requirement does not allow the best
9. method to facilitate crucial outreach to our fellow students; and,
10. WHEREAS, centrally advertised, consistent office hours can facilitate the best opportunity for
11. our constituents to meet with their respective senator(s).
12. THEREFORE, be it enacted by the Associated Students of the University of Wyoming (ASUW)
13. Student Government that the ASUW By-Laws, Article II, Section 4, Subsection K, Clause iii
14. be amended to reflect the language in Addendum A; and,
15. THEREFORE, be it further enacted that Senate Bill #2484 be effective upon passage.

**Referred to:** Constitution

**Date of Passage:** 2/16/16 **Signed:**   
(ASUW Chairperson)

“Being enacted on 2/23/2016, I do hereby sign my name hereto and

approve this Senate action.”   
ASUW President

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## Addendum A

### Article II

#### Section 4. Senate Authority and Responsibilities:

K. ASUW senators shall have the following standardized physical responsibilities:

- i. Senators shall attend regularly scheduled meetings of the ASUW Student Senate, and any special meetings of the ASUW Student Senate as scheduled by the ASUW Vice President.
- ii. Senators shall serve on a minimum of two (2) ASUW Standing Committees.
- iii. Each full month of the academic semester, Senators will be required to accumulate one (1) office hour at a regular time, date, and location set for the entire semester. Office hours will be held as follows:
  - a. They will be held one hour per full month of the semester.
  - b. ~~Each hour will be held somewhere within the ASUW Office.~~ The office hour may be held in the ASUW Office. It may be held in an alternative location with prior approval from the ASUW Steering Committee.
  - c. Hours will be used for committee work beyond regularly scheduled meetings, student outreach, and Legislative duties.
  - d. Senators will have an open door for any constituent.
  - e. Senators will document office hours in the ASUW Office upon completion of each hour.
  - f. The monthly time, date, and location of office hours shall be posted on the ASUW website Representatives page under the Senator's profile.
  - g. Any change to time, date, or location of the senator's office hours must be submitted to the ASUW Vice President at least twelve (12) hours in advance
- iv. Each full month of the academic semester, senators will be required to accumulate four (4) service hours. Service hours can be accumulated through the following means:
  - a. Documented office hour in the ASUW office.
  - b. Documented participation in an ASUW student outreach event.
  - c. Documented attendance or participation in an ASUW funded event.
  - d. Documented volunteering with an ASUW program. Any other form of service hour, as pre-approved in writing by the ASUW Vice President, with the subsequent approval of the ASUW Steering Committee.