

Passed Unanimously



SENATE BILL #2873

TITLE: Addition of a Committee Member Requirement to Attend Funded Events to the Student Organization Funding Board Finance Policy

DATE INTRODUCED: April 18th, 2023

AUTHOR: Senators Almejo-Ponce, Anderson, Bouma, Schliebe, and Willis; First Year Senators Catchpole and Klinger; Director of Finance Hamilton

SPONSORS: Senators Anderson, Brammer, Engelby, Ewalt, and Stadler; Director of Student Outreach Murfitt; Student-At-Large Laverell

1. WHEREAS, the purpose of the Associated Students of the University of Wyoming
2. (ASUW) is to serve our fellow students in the best manner possible; and,
3. WHEREAS, the Student Organization Funding Board (SOFB) serves to set forth the
4. rules and regulations in which the allocated budget shall be distributed to Student
5. Organizations (SO) seeking funding for events, conferences, competitions, and
6. marketing materials; and,
7. WHEREAS, over the past administrations there has been reason for concern
8. regarding events exceeding \$3,500.00 not utilizing allocated student fee dollars in
9. the best possible manner; and,
10. WHEREAS, there is currently no method of evaluation of events to ensure that the
11. event is in adherence with the goals of the Student Organization Funding Board
12. Finance Policy and the ASUW Student Government By-Laws; and,
13. WHEREAS, the current committee has expressed the desire for more of its members
14. to engage in the events that SOFB funds, particularly those that exceed \$3,500.00;
15. and,
16. WHEREAS, legislating committee members to attend two (2) funded events per

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17. semester will ensure proper evaluation and involvement; and,
18. WHEREAS, the committee has held conversation on implementing this requirement
19. for the past two (2) years.
20. THEREFORE, be it enacted by the Associated Students of the University of
21. Wyoming (ASUW) Student Government that the Student Organization Funding
22. Board Finance Policy reflect the changes outlined in Addendum A; and,
23. THEREFORE, be it further enacted that the following evaluation form, as seen in
24. Addendum B, be created and archived in the relevant folders for SOFB in SharePoint
25. and/or other collaborative programs; and,
26. THEREFORE, be it even further enacted that all references to the Student
27. Organization Funding Board Finance Policy in all ASUW Working Documents be
28. amended to reflect the changes; and,
29. THEREFORE, be it further resolved that these changes take effect at the beginning
30. of the 111th ASUW Administration.

Referred to: Student Organization Funding Board; Steering

Date of Passage: April 25th 2023 **Signed:** 
(ASUW Chairperson)

“Being enacted on April 25th 2023, I do hereby sign my name hereto

and approve this Senate action.” 

ASUW President

Addendum A

Article 9. SOFB Members Attending Events

Section 9.01 Attendance Requirements of Committee Members

1. Members of the committee, including both Senators and Executives, must attend no less than two (2) events per semester for a total of four (4) per academic year;
 - a. Exceptions to attending four (4) events per year may be granted to committee members who join the committee within the last three (3) weeks of the Fall semester or at the beginning of the Spring semester;
 - i. First Year Senators, assigned to the committee, are only required to attend two (2) events per academic year;
 - b. Senators who initially serve on the committee at the beginning of the administration, but no longer serve on the committee following winter intersession are not required to complete the event number requirement.
 - c. Committee members shall inform the Committee Chair if they are unable to attend the event no less than 24 hours prior;
 - i. Exceptions can be granted in cases of emergency;
 - ii. Failure to inform the Chair by the time shall result in a half (½) absence;
 - d. Failure to attend two (2) events within a semester shall report to Steering;
2. If an event has received more than \$3,500.00 in funding from the SOFB, or been approved on the Senate floor, at least two (2) members of the committee must be in attendance;
 - a. Exceptions to this include:
 - i. When the ASUW is out of session (Intersession Oversight Committee must be invoked):
 1. Thanksgiving Break;
 2. Winter Break;
 3. Spring Break;
 4. Summer Break.
 - ii. When the event is hosted off campus.
3. If an event has received less than \$3,499.99 in funding from the SOFB. or was approved in committee instead of the Senate floor, at least one (1) committee member must be in attendance;
 - a. Exceptions to this include:
 - i. When the ASUW is out of session (Intersession Oversight Committee must be invoked):
 1. Thanksgiving Break;
 2. Winter Break;
 3. Spring Break;
 4. Summer Break.
 - ii. When the event is hosted off campus.

Section 9.02 Expectations and Duties of Committee Members at Events

1. Committee members are to wear any form of ASUW gear in order to be easily identified by members of the SO as well as other attendees;
 - a. Exceptions to this rule:

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- i. If the event requires formal attire where ASUW gear might not be appropriate;
2. Committee members are to fill out an evaluation form for each event in which they attend
 - a. Collaboration between committee members on a single evaluation form is prohibited to ensure an accurate evaluation of the event occurs;
 - b. Each committee member must also get the opinion of three (3) different attendees
3. Committee members shall provide a brief summary to the entirety of the committee at the next regularly scheduled committee meeting following the completion of the event;
 - a. If there isn't a reasonable amount of time, the report may be given on a different date.

Section 9.03 Post Event and Event Selection Process

1. The Chair, alongside the relevant ASUW Professional Staff, must keep a calendar of events and a sign-up form as to keep record containing the following:
 - a. Name of event;
 - b. Time of the event;
 - c. Location of the event;
 - d. Committee member(s) intending on going to the event
2. The Chair shall allocate a specific amount of time each meeting for committee members to present a brief overview of the event at each scheduled committee meeting when appropriate;
 - a. The scheduled time should be following the hearings of all requests and realignments;
 - b. Committee members, including the Chair, should provide a report no longer than five (5) minutes in length;
 - i. If necessary, more time can be devoted to a reflection on a specific event if time allows.

Addendum B



UNIVERSITY
OF WYOMING

What is the name of the event and the host student organization?

What is your name?

To the best of your ability and recollection, how many attendees were there at this event?

0 25 50 75 100 125 150 175 200 225 250 275 300

of Attendees

In your judgement on a scale of 0-5, was this event an appropriate use of student fee dollars? Please elaborate in writing.

0 1 2 3 4 5

Event Rating

How accurate is the representation of the student body at the event?

0 1 2 3 4 5

Event Rating

Was there a substantive educational component to this event?

Yes

No

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How reflective was this event of their original request to Funding Board? Please elaborate in writing.

0 1 2 3 4 5

Event Rating



In your judgement, what was successful and what could be improved upon for this event?

Would you recommend approving this event next year? Why or why not?

Yes

No

Please detail any and all student feedback that you collected whilst attending this event.