



SENATE BILL #3093

TITLE: Codifying Permanent Vacancy Procedures
DATE INTRODUCED: 02/27/2026
AUTHOR: Chief of Legislative Affairs Heffley
SPONSORS: Program and Institutional Development Committee

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 current procedure to fill vacant senate seats was intended to be a
4. temporary solution passed in the 111th Administration; and,
5. WHEREAS, the 113th Administration needed to fill multiple vacancies at the beginning
6. of the Fall semester and as a result, it was deemed necessary to codify a permanent
7. vacancy procedure; and,
8. WHEREAS, the new vacancy procedure would incorporate the Steering Committee
9. alongside the Vice President to ensure that the best candidates are selected.
10. THEREFORE, be it enacted by the Associated Students of the University of
11. Wyoming (ASUW) Student Government that the changes to the ASUW By-Laws as
12. shown in Addenda A and B are adopted immediately upon passage of the bill.

Referred to: _____ Steering & PID _____

Date of Passage: 3/10/2026 **Signed:** Aidan McGuire
(ASUW Chairperson)

“Being enacted on 3/10/2026 **, I do hereby sign my name hereto and approve this**
Senate action.” _____
Payla Medina
ASUW President

Addendum A

Article 4, Section 4.02

1. Senate Vacancy Procedure

- A. At the beginning of each ASUW Administration, a list of potential ASUW candidates will be created, including the senatorial candidates who were elected in the initial student representative election. This shall include write-in candidates.
- B. Upon the resignation, permanent absence or incapacity of any Senator, the ASUW Vice President and Steering Committee will fill the vacancy ~~except:~~
 - a. Eligible students applying to fill vacancies are outlined within the ASUW Elections Policy, Section 1.05.
 - b. ~~When the vacancy occurs in the Summer months, while the Intercession Oversight Committee is invoked. Vacancies during this period of time will have the following proceeding-~~ If a vacancy occurs during the summer months when the Intercession Oversight Committee is invoked, the following procedure will occur:
 - i. Upon the resignation, permanent absence or incapacity of any Senator during the Summer months, the senatorial candidate who received the next highest number of approval votes in the immediate previous election shall fill the vacancy.
 - ii. The ASUW Vice President will notify the person with the next highest number of votes as soon as a Senator's resignation, permanent absence, or incapacity takes place. The person notified will have two business days to accept or refuse the Senate position. Upon acceptance, the person will be sworn in at the next ASUW Senate meeting. In the event of refusal, the same procedure will be followed with the next available candidate. This process will include write-in candidates, if applicable.
 - iii. If there are no additional senatorial candidates from the previous election to fill a vacancy, the vacancy will remain until the start of the academic year.
- C. If a vacancy occurs during the academic year, the ASUW Vice President and Steering Committee will begin an application and election process to fill the vacant seat. The application shall require a cover letter and a résumé.
 - a. As soon as possible after the vacancy occurs a call for applicants will be made with the application period determined by the ASUW Vice President.

- b. At the close of the application period, the ASUW Advisor will review the applications for a candidate's eligibility as stipulated by the ASUW Election Policy.
 - c. After candidates have been approved by the ASUW Advisor, the Vice President and the Steering Committee will determine which applicants shall be interviewed, followed by the Vice President interviewing selected candidates.
 - d. After interviews are completed, the Vice President and the Steering Committee shall select a candidate to fill the vacant seat.
 - ~~e. The ASUW Vice President shall interview all eligible candidates. After the interview process has been completed the ASUW Vice President shall select a candidate to fill the vacant seat.~~
 - f. Candidates shall be subject to a confirmatory vote by the ASUW Senate. Two-thirds (2/3) of present voting members shall be the threshold for confirmation.
 - g. The ASUW Vice President will notify the chosen candidate as soon as they are confirmed by the Senate. Upon acceptance, the candidate will be sworn in immediately after being confirmed by the ASUW Senate.
 - h. This system will not be used once applications for the ASUW Student Representative Elections open.
 - i. All Senate Vacancy elections shall follow the above outlines procedures and adhere as closely as possible to the policies outlined in the ASUW Elections Policy.
- ~~D. The ASUW Vice President shall provide to the ASUW Senate a written statement providing a summary of the vacancy process, a summary of all candidates, and a justification for the selection of the nominee.~~

Addendum B

Article 2, Section 2.02, Subsection 10, Clause 6

- 6. The ASUW Steering Committee
 - a. Powers: The Committee shall refer proposed ASUW legislation to ASUW standing or special committees for specified action or recommendation prior to final consideration by the Senate. The Committee may refer bills to itself as

long as the legislation is steered to at least one (1) other committee or to itself except when:

- i. Legislation that oversees Articles of Impeachment and direct discipline of an ASUW member is introduced

The Committee shall have the power to change any formatting, grammar, and spelling errors of proposed legislation. These changes will be made with Committee consensus, as long as these edits do not change the intent or function of the proposed legislation as written by the author(s). The committee shall have the power to determine whether or not submitted legislation follows the “Sole Subject” Rule and furthermore shall have the power to return the legislation to the author if the committee finds that it violates the “Sole Subject” Rule. The committee shall submit a written rationale to the author as well as recommendations for how to amend the bill in accordance with the ruling interpretation of the “Sole Subject” Rule. The committee shall have the power to compose an interpretation to be voted on by the committee, this interpretation shall be the ruling interpretation of the “Sole Subject” Rule and govern whether or not a Bill/resolution follows the Rule. All ASUW Standing committees may apply for an exemption to this rule, under the Alberta Clause:

- i. Provided a simple majority vote by the standing committee, the committee can apply for an exemption to the sole subject rule on legislation being submitted by said committee. Individual Senators, Student at Larges, and other individuals may not utilize the Alberta Clause.
 1. The application will suffice of directly contacting the Chair of Steering via email, telegraph, pony express, or written letter, with a request for the standing committee to receive an exemption.
 2. The committee will then be added to the next Steering agenda.
- ii. This legislation must be pertaining to amendments, corrections, or new introductions to policy or procedure that impacts the routine operation of said Committee.
- iii. The committee applying for the exemption must send their chair to present their case to Steering, or in lieu of appearance provide a written or recorded statement as to why an exemption is justified, this statement must include:
 1. A summarized list of what policies or articles they are hoping to change,
 2. The need to change these policies, and
 3. Time frame for when the omnibus would be submitted.

- iv. Steering will vote upon hearing the request; a 2/3 majority will pass the exemption, and the committee will be permitted to write an omnibus package within a 2-week period. Failure to submit within that 2-week period will result in the omnibus exemption expiring, and reapplication will be necessary
- v. Steering will have the reserved right to reject exemption applications if they feel that the threshold has not been sufficiently met, however a short statement must be provided with Steering's rationale for rejection.

Further, the Committee may recommend the procedure for implementing consideration of ASUW decisions, actions, or legislation after final action by the Senate, and the committee shall provide regular reports to the Senate on the status or final outcome of all matters that require action by officials outside of the ASUW. The Committee will be responsible for the review of all proposed amendments to the ASUW Constitution, By-Laws, and Rules and Procedures to ensure that those working documents remain consistent with the purpose of the ASUW and its Constitution. The Committee shall review all ex-officio and Senate vacancy applications and submit approved applications to the ASUW Senate. The Committee shall have the power to investigate and administer warnings and take disciplinary actions against violations of the ASUW By-laws, Rules and Procedures and Senator Handbook. The Committee shall have the power to review any legislation regarding roles, reformations, and duties of committees. The Committee shall also make a bi-monthly report of those Senators who have failed or are currently failing to meet their Senatorial duties as outlined in the By-Laws. The Committee shall be vested with all necessary and appropriate powers to carry out its purpose under these rules.