

SENATE BILL #2614

TITLE: ASUW Senator Requirements Revision

DATE INTRODUCED: March 20, 2018

AUTHOR: Vice President Welsh

SPONSORS: Senator Blazovich, Defebaugh, Fried, and Mueller; Chief of Legislative Affairs

1. WHEREAS, it is the purpose of the Associated Students of the University of Wyoming
2. (ASUW) Student Government to serve our fellow students in the best manner possible
3. through accurate representation; and,
4. WHEREAS, the ASUW Senate functions at its best when it maintains maximum
5. representation from all of the colleges and from all of the programs that have representation;
6. and,
7. WHEREAS, the ASUW Senate has not had a full membership at any point during the 105th
8. administration; and,
9. WHEREAS, ASUW Senators are often involved in other organizations on campus; and,
10. WHEREAS, ASUW Senators often have to drop senate due to the high volume of senator
11. requirements; and,
12. WHEREAS, the Senatorial Scholarship Program was created to incentivize ASUW Senators
13. to complete their senator requirements; and,
14. WHEREAS, meetings of the ASUW Senate can last 1-5 hours, and committee meetings last
15. an hour on average senators spend 3-9 hours per week in meetings alone; and,
16. WHEREAS, making some of these senator requirements optional would encourage students
17. to run for senate who could not previously due to time constraints;

18. THEREFORE, be it enacted by the Associated Students of the University of Wyoming
19. (ASUW) Student Government that the ASUW By-Laws be amended to reflect the changes in
20. Addendum A; and,
21. THEREFORE, be it further enacted that upon passage of this bill take effect at the
22. beginning of the 106th Administration of the ASUW Student Government.

Referred to: Steering and Advocacy, Diversity, and Policy

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 1. Specific authorities and responsibilities of the ASUW Vice President include the following:
- A. Working with the Executive staff and organizing and coordinating ASUW committees.
 - B. The Vice president shall serve as chairperson of the ASUW Senate. They may not participate in debate unless they first relinquish the chair to the President Pro Tempore of the Senate.
 - C. The Vice President may only vote on a matter in the event of a tie.
 - D. The Vice President, with the advice of the President and the consent of the ASUW Senate, shall appoint and may remove for cause, all members of the ASUW Standing and Special Committees. Except in extenuating circumstances, all senatorial positions on ASUW Standing committees shall be presented for approval to the ASUW Senate for no later than twenty-one (21) days after the first day of class of the Fall semester of the term. Committee vacancies occurring after the initial approval may be filled by the Vice President without Senate approval. Other positions shall be filled as time permits.
 - E. With the advice and approval of the ASUW Legislative Branch, the Vice President may appoint one (1) executive assistant to assist with the Vice President's responsibilities.
 - F. Administering the oath of office to all ASUW Senate members.
 - G. Their presence during the summer for participation in the ASUW vice presidential internship.
- Section 2. The ASUW Vice President shall serve as:
- A. Chairperson of the ASUW Steering Committee, without vote except in the case of a tie.
 - B. A voting member of the Wyoming Union Board.
 - C. A member of any University Board or Committee as requested by any department head or administrator of the University community.
- Section 3. The ASUW Vice President shall be provided with compensation commensurate with the duties of their office, and not to be increased or decreased during their term of office.
- Section 4. The ASUW Senate shall serve as the Legislative Body of the ASUW. The ASUW Student Senate shall have the following authority and responsibilities:
- A. The ASUW Senate shall directly represent the students by ensuring the efficient, responsible, and coordinated functioning of student life and ASUW activities at the University, through the enactment of legislation in the form of bills or resolutions.

- B. It shall have the authority to assume whatever responsibilities it deems necessary to fulfill its obligations to the students.
- C. It shall have the authority to recommend to the Trustees the needed amount of ASUW fees to be assessed of all fee paying students for financial support of ASUW sponsored programs and activities.
- D. In accordance with applicable University regulations, the provisions of the Constitution, and the ASUW Finance Policy, the ASUW Senate shall have the authority to annually allocate all ASUW monies received through student registration fees.
- E. It shall have the authority to appoint and direct such special committees to study or investigate any issue of concern to the ASUW Senate in fulfilling its responsibilities for the University students; such committees shall serve only during the Senate term in which they are appointed.
- F. It shall have the authority and responsibility to develop standards of good practice for sponsorship or financial support from ASUW.
- G. It shall approve, or reject by a two-thirds (2/3) vote, any of the ASUW President's appointees or ASUW representatives to fill student held positions on University committees and boards.
- H. It shall approve, or reject by a two-thirds (2/3) vote, any of the ASUW Vice President's appointees to ASUW standing and special committees.
- I. The Senate shall have the responsibility to establish an enduring Finance Policy to include restrictions and procedures for utilization of ASUW monies in the best interest of the ASUW's purposes.
- J. The Senate shall have the power to move into Executive Session regarding matters concerning all paid employees of ASUW with the exception of the ASUW President and Vice President; or concerning matters of legal affairs brought by or against ASUW. When moving into Executive session only voting members of the Senate, the ASUW Secretary, and the ASUW Chairperson shall be allowed to stay; unless otherwise specifically stated in the motion. The Senate shall reconvene into open session to take any formal action on discussion from Executive Session

Section 5.

ASUW Senators shall have the following standardized individual responsibilities to remain a voting member of the ASUW Student Government:

- A. 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.
- B. Senators shall serve on a minimum of two (2) ASUW Standing Committees, or one (1) ASUW Standing Committee and one (1) University Committee.
- ~~C. Each service period of the academic semester, Senators will be required to accumulate one (1) office hour. Office hours will be held as follows:

 - i. ~~They will be held one hour per service period.~~
 - ii. ~~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.~~
 - iii. ~~Hours will be used for committee work beyond regularly scheduled meetings, student outreach, and Legislative duties.~~
 - iv. ~~Senators will have an open door for any constituent.~~
 - v. ~~Senators will document office hours in the ASUW Office upon completion of each hour.~~
 - vi. ~~The monthly time, date, and location of office hours shall be posted~~~~

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on the ASUW website Representative's page under the Senator's profile.

- vii. Any change to time, date, or location of office hours must be submitted to the ASUW Vice President at least twelve (12) hours in advance.

D. Each academic semester, Senators will be required to accumulate a total of 12 service hours in the Fall Semester and 8 service hours in the Spring Semester.

- a. Senators will be required to accumulate a minimum of 2 service hours within each period of time ("service period") defined in the following table:

Service Periods

Fall Semester	Spring Semester
August/September	January/February
October	March/April
November/December	

- b. Senators filling a vacancy will only be required to accumulate a semester total of 4 hours for each full service period (defined above) they are in office in a given semester. The equation for determining total number of hours is:

$$i. 4 * (\# \text{ of full service periods}) = \text{total required hours for a given semester}$$

E. 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:

- i. Documented office hour in the ASUW office.
- ii. Documented participation in an ASUW student outreach event.
- iii. Documented attendance or participation in an ASUW funded event.
- iv. Documented volunteering with an ASUW program.
- v. Documented outreach to RSOs that Senators are not already affiliated with by attending an RSO meeting and sharing the resources ASUW can provide to RSOs to encourage stronger ties between ASUW and RSOs.
- vi. 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.

F.C. ASUW Senators shall be required to attend a diversity workshop. This workshop should focus, but is not limited to, the diversity as it pertains to the University of Wyoming to increase awareness and decrease insensitivity towards underrepresented populations throughout campus. This diversity training will be developed by UMC in coordination with the ASUW Vice-President. Completion of this requirement shall serve as two (2) of the aforementioned service hours for the month in which the workshop is held.

F. Appropriate documentation and documentation methods of service hours will be set and managed by the ASUW Vice President, with the subsequent approval of the ASUW Steering Committee.

G. The decisions of the Vice President regarding exceptions to the listed service hours can be verbally appealed to the ASUW Steering Committee at the next regular Steering Committee meeting.

H. Senators shall attend a minimum of two (2) RSO events funded by ASUW per semester, and complete a review to be submitted to the ASUW RSO Funding Board for each event.

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~~I. Senators shall attend one (1) meeting of the Freshman Senate per semester. Failure to attend one (1) Freshman Senate meeting per semester will count towards recorded absences.~~

~~J.F.~~ Senators shall maintain a cumulative GPA of at least 2.0 for the duration of their service.

~~K.G.~~ Senators shall pay the ASUW Student fee.

~~L.H.~~ Senators must maintain student enrollment at the University of Wyoming for the duration of their service.

~~Each Senator shall be required to complete an ASUW social media outreach effort, to be decided upon annually by the Steering Committee.~~

Section 6. Senatorial Scholarship

Scholarship allotments shall be set and outlined to the senate by the steering committee within the first month of the fall semester. In order to obtain the senatorial scholarship, senators must complete the following standardized requirements:

A. Each academic semester, Senators will be required to accumulate a total of 12 service hours in the Fall Semester and 8 service hours in the Spring Semester.

a. Senators will be required to accumulate a minimum of 2 service hours within each period of time ("service period") defined in the following table:

<u>Service Periods</u>	
<u>Fall Semester</u>	<u>Spring Semester</u>
<u>August/September</u>	<u>January/February</u>
<u>October</u>	<u>March/April</u>
<u>November/December</u>	

b. Senators filling a vacancy will only be required to accumulate a semester total of 4 hours for each full service period (defined above) they are in office in a given semester. The equation for determining total number of hours is:
i. $4 * (\# \text{ of full service periods}) = \text{total required hours for a given semester}$

B. Each service period of the academic semester, Senators will be required to accumulate four (4) service hours. Service hours can be accumulated through the following means:

- i. Documented office hour in the ASUW office.
- ii. Documented participation in an ASUW student outreach event.
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- iv. Documented volunteering with an ASUW program.
- v. Documented outreach to RSOs that Senators are not already affiliated with by attending an RSO meeting and sharing the resources ASUW can provide to RSOs to encourage stronger ties between ASUW and RSOs.
- vi. 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.

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C. Appropriate documentation and documentation methods of service hours will be set and managed by the ASUW Vice President, with the subsequent approval of the ASUW Steering Committee.

D. The decisions of the Vice President regarding exceptions to the listed service hours can be verbally appealed to the ASUW Steering Committee at the next regular Steering Committee meeting.

E. Senators shall attend a minimum of two (2) RSO events funded by ASUW per semester, and complete a review to be submitted to the ASUW RSO Funding Board for each event.

F. Senators shall attend one (1) meeting of the Freshman Senate per semester. Failure to attend one (1) Freshman Senate meeting per semester will count towards recorded absences.

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~~M.~~

Section 76.

Any action on a current bill or resolution will override previous Senate action on the same subject matter. Any legislation previously enacted by the ASUW Senate shall remain in full force and effect until such time as the ASUW Senate repeals or amends such prior actions, or expires of its own accord, except prior actions of the ASUW Senate which shall automatically be considered superseded, if inconsistent with these By-Laws, the Rules and Procedures, or the Constitution.

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ARTICLE IV

Vacancy of Office

Section 1.

Procedure for filling vacancies of Executive officers between elections:

- A. Upon the resignation, permanent absence, or incapacity of the President, the Vice President shall become president.
- B. Upon the resignation, permanent absence, or incapacity of the Vice President, the President Pro Tempore of the Senate shall become Vice President.
- C. Upon the resignation, permanent absence, or incapacity of the President Pro Tempore of the Senate, the Senate Parliamentarian shall become the President Pro Tempore.
- D. Upon the resignation, permanent absence, or incapacity of the aforementioned members of ASUW, the following order of offices shall assume the executive responsibilities until a special election within the senate will be held to fill the open position with current senators;
 - i. Senate Sergeant at Arms
 - ii. Senate Marshal
 - iii. Chief of Staff
- E. Any further line of succession may be outlined by the President and approved by the ASUW Senate within the first four (4) senate meetings of that ASUW Administration.

Section 2.

Procedure for filling Senate vacancies between elections:

- A. Upon the resignation, permanent absence or incapacity of any Senator, the senatorial candidate from the college who was eliminated last according to the instant-runoff in the preceding election shall fill the vacancy.

- i. In accordance with the ASUW Elections Policy, senators terminated from their senate seats due to a change in college shall be placed subsequent to all other candidates from the preceding election of the college to which they change.
- B. 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 school 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.
- C. ~~In the event that~~ If a vacancy occurs and the list of eligible candidates from the preceding Election has been exhausted, Steering Committee will direct an ASUW Executive to ~~will~~ begin an application and interview election process to fill the vacant seat.
 - i. As soon as possible after the vacancy occurs, a call for applicants will be made to the affected College with the application period lasting two (2) weeks from the time of initial notice.
 - ii. At the close of the application period, ~~Steering Committee, with the aid of the~~ ASUW Adviser, will review the applications for a candidates eligibility ~~(see ASUW Elections Policy, as stipulated by the ASUW Election Policy.~~
 - iii. All those meeting initial eligibility requirements will be contacted with an interview time and given the official guidelines and timeline of the vacancy election.
 - iv. ~~Interviews will be conducted no later than two (2) weeks after the close of the application period. Candidates will have one full week to campaign within their respective college. All allocations for campaigning shall not exceed \$50.00 with a expense report being delivered to the ASUW main office the Tuesday following the voting period.~~
 - iii-v. Senate Vacancy Elections will be held in a respective college for one day, 8am to 5pm, to all students in a college eligible to vote, in a manner consistent with the ASUW Election Policy.
 - iv. ~~After all interviews have been conducted, Steering Committee will debate and vote on which candidate shall be granted the seat. If no candidate receives a majority, then all but the two leading candidates are removed from consideration, and a second vote is taken.~~
 - vi. The ~~Steering Chairperson~~ ASUW Vice President will notify the chosen applicant candidate, as soon as possible after a decision an election concludes, has been made. Upon acceptance, the candidate will be sworn in at the next ASUW Senate Meeting.
 - vii. All Senate Vacancy elections shall follow the above outlines procedures, and adhere as closely as possible to the policies outlineds in the ASUW Elections Policy.

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