

FRESHMAN SENATE Bill #28

TITLE: Voting for 5th Member of Steering Committee Amendment

DATE: October 22, 2013

AUTHOR: Senator Ryan

SPONSORS: Senators Hernandez and Kerbs



1. WHEREAS, The Steering Committee is the elected leadership of the Associated Students of the
2. University of Wyoming (ASUW) Freshman Senate, and;
3. WHEREAS, all but one member of the committee is elected by standards set in the
4. Constitution of the ASUW Freshman Senate, and;
5. WHEREAS, much interest was expressed internally for a voice in all positions on the
6. Steering Committee;
7. THEREFORE, be it enacted by the Associated Students of the University of Wyoming that the
8. Constitution of the Freshman Senate be amended to reflect the changes in Addendums A, B, and C,
9. and;
10. THEREFORE, be it further enacted that these changes shall take effect August 1, 2014

Referred to: Procedures Committee

Date of Passage: November 5, 2013

"Being enacted on December 3, 2013, I do hereby sign my name hereto and approve this Senate action." David S. Kuehl

Freshman Senate Presiding Officer

Addendum A

ARTICLE V
Committees

Section 1. Committee Powers and Procedures

- A. Standing committees of the Freshman Senate shall be authorized to hold meetings, make investigations into any matter within their jurisdiction, report on the findings of such investigations to the Freshman Senate, and shall have any and all necessary authority to carry out their functions as established under the Freshman Senate Constitution. Each standing committee shall be authorized to originate bills and

resolutions within its jurisdiction, in addition to considering legislation or other business referred to it.

- B. Each standing committee shall fix regular weekly, biweekly, or monthly meeting days for the transaction of business before the committee and additional meetings may be called by the committee chair as he/she may deem necessary.
- C. Each standing committee is authorized to fix the number of its senators (but not less than one-third (1/3) of its entire membership) who shall constitute a quorum for the transaction of such business as may be considered by said committee.
- D. No Senator shall be allowed to cast a vote in committee by proxy.
- E. Each standing committee shall keep as complete a record as practicable of all committee actions. The results of votes taken in any committee meeting on any legislation, amendments, or other business considered by the committee shall be reported by the committee chair when such legislation, amendments, or other business is brought before the full Freshman Senate.
- F. It shall be at the discretion of the chair of the committee to determine the level of parliamentary procedure necessary for the committee to effectively conduct its business. The committee chair, in cooperation with committee members, shall make reasonable efforts to run the meeting as efficiently as possible under the circumstances.

Section 2. Standing Committees

A. Steering Committee

1. The four (4) officers of the Freshman Senate and one (1) other Freshman Senator will serve as the membership for the Steering Committee.

a. *The 5th Non-officer member shall be elected by their fellow senators following the procedures outlined in Article 4, Section 4, Subsection B.*

A. Procedures Committee

1. A minimum of five (5) Freshman Senators will serve as the membership for the Procedures Committee.
2. The Procedures Committee will internally select a chairman.
3. The Procedures Committee will review all legislative actions affecting the Freshman Senate Constitution or any ASUW bills and resolutions regarding the ASUW Constitution, By-Laws, Rules and Procedures, and all working documents. The Procedures Committee will handle any vacancies in the Freshman Senate outside of the standard election. The Procedures Committee will also review any legislative action from the Freshman Senate or from the ASUW, as directed by the Steering Committee.

B. Programming Committee

1. A minimum of five (5) Freshman Senators will serve as the membership for the Programming Committee.
2. The Programming Committee will internally select a chairman.
3. The Programming Committee will be responsible for selecting and scheduling all special events for the Senate and will be responsible for planning and coordinating all campus-wide service projects, speakers, and other events. The Programming Committee will review any legislative action from the Freshman Senate or from the ASUW, as directed by the Steering Committee.

C. Spirit & Traditions Committee

1. A minimum of five (5) Freshman Senators will serve as the membership for the Spirit & Traditions Committee.
2. The Spirit & Traditions Committee will internally select a chairman.
3. The Spirit & Traditions Committee will be responsible for coordinating all Senate retreats and other internal activities, researching and rejuvenating lost campus traditions, and for planning all social events and outreach functions for the Senate. The Spirit & Traditions Committee will review any legislative action from the Freshman Senate or from the ASUW, as directed by the Steering Committee.

Section 3. Senator Obligation

- A. Senators must attend weekly meeting of the Freshman Senate, to be held each Tuesday at 5:00 PM in the Senate Chambers of the Wyoming Student Union.
 - B. Each Senator must be an active member on at least one (1) ASUW standing committee, to be determined by the ASUW Vice President.
 - C. Each Senator must be an active member on at least one (1) ASUW Freshman Senate Committee, to be determined by the Advisor(s).
- 1. The members of the Steering Committee of the Freshman Senate are to be elected by their fellow senators. No member of the Committee is to be appointed without elections of the Full Senate.*

Addendum B

ARTICLE IV

Appointed or Selected Officers

The privilege of holding an elected or appointed position as a Freshman Senate representative shall be in accordance with the following provisions:

Section 1. Voting Membership: Each fall, twenty-one (21) first-year students at the University shall be selected to serve as the voting membership for the academic year.

Section 2. Oath of Office: Each ASUW Freshman Senator and Officer shall take the following oath before being sworn into office: "I, (full name), do affirm before these assembled witnesses that, to the best of my ability, I will faithfully perform the duties of my office, and that I will support and uphold the documents of the Freshman Senate and of the ASUW."

Section 3. Senator Obligations

- A. Senators must attend weekly meetings of the Freshman Senate, to be held each Tuesday at 5:00pm in the Senate Chambers of the Wyoming Student Union.
- B. Each senator must be an active member on at least one (1) ASUW standing committee, to be determined by the ASUW Vice President.

- C. Each senator must be an active member on at least one (1) ASUW Freshmen Senate standing committee, to be determined by the advisor(s).

Section 4. Senate Officers

- A. At the first business meeting following the installation of Freshman Senate, the following officers are selected from the Freshman Senate voting membership:
1. Presiding Officer: He/she shall serve as the chairman of the Freshman Senate. He/she may not participate in debate unless he/she first relinquishes the chair to the Parliamentarian. He/she shall only vote in the case of a tie. He/she shall represent the Freshman Senate as an ex-officio member at the ASUW Senate weekly meetings. He/she shall serve as the chairman of the Steering Committee of the Freshman Senate.
 2. Parliamentarian: He/she shall keep the Freshman Senate in accordance with Robert's Rules of Order. He/she shall preserve order as the Presiding Officer may direct. He/she shall assume the duties of the Presiding Office in the absence of the Presiding Officer. He/she shall serve on the Steering Committee of the Freshman Senate.
 3. Secretary: He/she shall keep and distribute all minutes, an active roster, and votes in a time efficient manner. He/she shall prepare and circulate all weekly agendas and send all official Freshman Senate communications. He/she shall periodically write and circulate press releases on the happenings of Freshman Senate. He/she shall assume the duties of the Parliamentarian in the absence of the Parliamentarian. He/she shall serve on the Steering Committee of the Freshman Senate.
 4. Treasurer: He/she shall maintain the Freshman Senate budget and draft budget proposals each spring semester. He/she shall assume the duties of the Secretary in the absence of the Secretary. He/she shall serve on the Steering Committee of the Freshman Senate.
- B. The following are the election procedures that will be used to select Freshman Senate Officers.
1. The nomination of the Presiding Officer will be administered by the Freshman Senate advisor(s).
 2. The Presiding Officer will administer all other officer nominations, *Including the nominations and election of the 5th non-officer member of the Steering Committee, which will be conducted in the same format as officer elections.*
 3. Anyone but the Presiding Officer may nominate a senator.

Section 5. Absenteeism

- A. An absence from a weekly meeting of ASUW Freshmen Senate will count as one (1) absence.

- B. An absence from an ASUW committee meeting will count as one-half (1/2) absence.
- C. An absence from a Freshman Senate committee meeting will count as one-half (1/2) absence.
- D. Any Senator with three (3) absences shall appear before the Steering Committee of the Freshman Senate to determine whether he/she is able to continue serving and what remedial actions, if any, should be taken. In such a case, the Steering Committee must make either a recommendation of remedial action to the Freshman Senate.
 - 1. The chair of the Steering Committee shall notify the Senator in question regarding the Steering Committee's decision immediately following the Steering Committee meeting.
 - 2. The Steering Committee shall have the power to bring impeachment charges should the Committee find such action necessary and appropriate under the circumstances.
 - 3. No senator shall be removed from the Freshman Senate for absences except through the impeachment process.

Section 6. Resignation

- A. A Senator wishing to resign from the Freshman Senate shall present written notification to the Presiding Officer.
- B. A Senator may announce their resignation during a regular Freshman Senate meeting during Open Forum. Following the announcement, the resigning Senator shall present written verification of the resignation to the Presiding Officer within two (2) business days. If no written verification is provided, the announcement as recorded in the minutes will stand for an appropriate and formal resignation.

Section 7. Ex-Officio Members

- A. All University organizations seeking an ex-officio position on the Freshman Senate must have that position approved by the Procedures Committee and further approved by the Freshman Senate by a two-thirds (2/3) majority.
 - 1. Organizations seeking an ex-officio position must exhibit all of the following qualifications:
 - a. The organization must strongly impact first-year students.
 - b. The organization must provide a diverse array of co-curricular activities including cultural, international, athletic, and/or student life programs.
 - c. The organization must utilize educational opportunities, which promote growth and involvement enriching daily life.
 - d. The organization must be a University Recognized Student Organization, but special exemptions may be granted for the representative bodies of University faculty and staff.
 - e. The organization must demonstrate inadequate representation by the existing ex-officio members.
 - f. Any organization that has lost its ex-officio position on the Freshman Senate will enter a period of probation and may not reapply for said position until a period of one semester has passed. Upon reapplication, the organization must provide a detailed account of activities conducted during this period of probation.

2. The ex-officio position cannot be represented by current senators, executives or other ex-officio representatives.
 3. If an ex-officio position representing a student organization goes unrepresented for four (4) consecutive senate meetings they will be notified of their absences and potential consequences by the Presiding Officer in writing; if the organization is absent for another 4 consecutive senate meetings they will lose their ex-officio position.
- B. Ex-officio members who shall enjoy all rights of Freshmen Senate membership, except the right to vote include:
1. ASUW President
 2. ASUW Vice President
 3. Representatives from organizations approved by the Freshman Senate