**FIRST-YEAR SENATE BILL #69**

**TITLE:** Restructure of the Calendar and Purpose of the First-Year Senate

**DATE INTRODUCED:** April 19, 2022

**AUTHOR:** First-Year Senators Almejo-Ponce and Murfitt ; First-Year Senate Advisor Smith

**SPONSORS:**  Senator Ewalt; ASUW President Swilling; First-Year Senators Echepare and Heddins

1. WHEREAS, the purpose of the Associated Students of the University of Wyoming
2. (ASUW) First-Year Senate is to serve our fellow students in the best manner possible;
3. and,
4. WHEREAS, the First-Year Senate (FYS) is an integral part of ASUW because of the
5. representation of voices for First-Year Students at the University of Wyoming (UW);
6. and,
7. WHEREAS, First-Year Senators need to be chosen within four (4) weeks after the start
8. of the fall semester according to Article VIII, Section I of the First-Year Senate
9. Constitution; and,
10. WHEREAS, in the first meeting of FYS, new First Year Senators are expected to vote on
11. their head table officers which is problematic because a majority of the senators meet
12. each other that day; and,
13. WHEREAS, the improper orientation has caused multiple senators to resign from First
14. Year Senate; and,
15. WHEREAS, the vacancy positions that are filled in the middle of a term are
16. underprepared and are expected to learn everything about ASUW within one
17. (1) FYS meeting; and,
18. WHEREAS, this makes it difficult for First-Year Senators to feel comfortable with
19. parliamentary procedure, building connections with other First-Year Senators and other
20. members of ASUW, and adapting to ASUW as a whole; and,
21. WHEREAS, allowing First-Year Senators to learn the process of ASUW for a semester
22. will have a positive impact on the future of FYS and its members.
23. THEREFORE, be it enacted by the First-Year Senate of the Associated Students of the
24. University of Wyoming (ASUW) Student Government that the First-Year
25. Senate calendar and procedures within the constitution be amended to reflect the changes
26. in Addendum A; and,
27. THEREFORE, be it further enacted that these changes are contingent on the passage of
28. FYS Bill #68; and,
29. THEREFORE, be it further enacted that these changes take effect immediately upon
30. passage and enactment of this legislation.

**Referred to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Passage:** **Signed:**

**(ASUW Chairperson)**

**“Being enacted on** **, I do hereby sign my name hereto**

**and approve this Senate action.”**

**Addendum A**

# ARTICLE IV

Appointed or Selected Officers

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

Section 1. Voting Membership each FallTwenty-one (21) First-Year students at the University shall be selected to serve as members~~hip~~ for the academic year.

Section 2. Oath of Office: Each ASUW First-Year 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 First-Year Senate and of the ASUW.

Section 3. Senator Obligations

1. Senator obligations are only in effect after proper orientation as defined by the Assistant Director of ASUW and/or the FYS Advisor.
2. Senators must attend weekly meetings of the First-Year Senate, to be held each Tuesday at 5:15pm in the Senate Chambers of the Wyoming Student Union.

B. After proper orientation as determined by the FYS Advisor, each senator must be an active member on at least one (1) ASUW standing committee, to be determined by the ASUW Vice President and the First-Year Senate Advisor.

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

1. The members of the Steering Committee of the First-Year Senate are to be elected by their fellow senators. No member of the Steering Committee is to be appointed without elections of the First-Year Senate.

D. Each senator must attend at least one (1) ASUW Senate meeting , not including delegates who serve as voting members on a rotating basis, and sign in with the First-Year Senate Presiding Officer at the meeting they choose to attend.

1. ASUW Senators shall have the following standardized physical responsibilities:

1. Each academic semester, senators will be required to accumulate three (3) service hours. The service hours can be accumulated through the following means.

a. Documented office hour in the ASUW office.

* + 1. Documented volunteering at an ASUW student outreach event.
		2. Documented volunteering with an ASUW funded event.
		3. Documented volunteering with an ASUW program.

e. Documented attendance and participation in an ASUW, First-Year Senate, or University committee outside of assigned committees.

f. Senators filling a vacancy will fulfil service hours at the discretion of the Steering Committee.

2. Appropriate documentation and documentation methods of service hours will be set and managed by the First-Year Senate Steering Committee.

* 1. Senators shall attend a minimum of two (2) events funded by ASUW per semester. The events can be:
		1. Funded by ASUW through the SO Funding Board.
		2. Put on by a program of ASUW, not including First-Year Senate.

4. Senators must complete a review to be submitted to the First-Year Senate Steering Committee, who will then send the reviews to ~~the ASUW Director of RSO Relations~~, First-Year Senate Advisor, the ASUW Director of Programs and Events, and any other relevant executives.

Section 4. Senate Officers

1. At the ~~first business meeting following the installation of First-Year Senate~~, first meeting in December, the following officers are selected from the First-Year Senate voting membership:

Presiding Officer: They shall serve as the chairman of the First- Year Senate. They may not participate in debate unless they first relinquish the chair to the Parliamentarian. They shall only vote in the case of a tie. They shall represent the First-Year Senate as a voting delegate at the ASUW Senate weekly meetings. They shall serve as the chairman of the Steering Committee of the First-Year Senate.

* 1. The Presiding Officer or their designee shall have the right to vote on behalf of the First-Year Senate on all issues before the ASUW Senate.
	2. In the beginning of the Fall semester, the FYS Advisor will act as the chairperson for the FYS.
		1. The FYS Advisor will not vote on behalf of the FYS.

ii. The vote registered by the Presiding Officer or their designee shall be representative of the opinions of the First- Year Senate on all legislation before the ASUW Senate.

* 1. The Presiding Officer or their designee may change the vote if they feel that amendments to a piece of legislation or further provided information necessitate and justify that change.
	2. The Presiding Officer or their designee is accountable to the First-Year Senate for matters of voting and if deemed necessary by members of the First-Year Senate, may be subject to punitive measures defined by the First-Year Senate Steering Committee or impeachment for lack of adherence to the responsibilities as outlined above.

2. Parliamentarian: They shall keep the First-Year Senate in accordance with Robert’s Rules of Order. They shall preserve order as the Presiding Officer may direct. They shall serve on the Steering Committee of the First-Year Senate.

* 1. The Parliamentarian will serve as a First-Year Senate Delegate for the first rotation in office due to the vacancy of a Senator of the Month.
1. Secretary: They shall keep and distribute all minutes, an active roster, and votes in a time efficient manner. They shall prepare and circulate all weekly agendas and send all official First-Year Senate communications. They shall periodically write and circulate press releases on the happenings of First-Year Senate. They shall serve on the Steering Committee of the First-Year Senate.

4. Treasurer: They shall maintain the First-Year Senate budget and draft budget proposals each spring semester. They shall serve on the Steering Committee of the First-Year Senate.

1. Steering Committee Liaison: They shall serve as an ex- officio/liaison of the First-Year Senate at the Residence Hall Association (RHA) weekly meetings in accordance with their constitution and by-laws. They shall also serve on the Steering Committee of the First-Year Senate
	1. The Steering Committee Liaison will serve as a First- Year Senate Delegate for the first rotation in office due to the vacancy of a committee nomination.

6. In the absence of any of the officers, the present officers will determine the most efficient way to fill the absent position. The only people that may fill the absent position are officers.

* 1. The Steering Committee Liaison will be exempt from this rule.
1. The following are the election procedures that will be used to select First-Year Senate Officers.

1. The nomination of the Presiding Officer will be administered by the First-Year Senate advisor(s).

1. 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.
2. Anyone but the Presiding Officer may nominate a Senator.

Section 8. First-Year Senate Delegates

1. First-Year Senate delegates are voting members of the ASUW senate on a rotating basis (other than the FYS Presiding Officer) as outlined below. There will be three (3) FYS Delegates **after proper orientation as outlined in Article IV Section 3 Clause A. These delegates shall include the following:**
	1. FYS Presiding Officer shall serve as the primary FYS delegate at ASUW full Senate meetings **at the start of their term. ~~for the duration of the administration~~.**
	2. The **needed** **~~two (2)~~** FYS Delegates will be nominated and elected on a rotating basis every four (4) First-Year Senate Meetings.

# ARTICLE VI

Meetings and Quorum

Section 1. The business of the First-year Senate shall be conducted in accordance with procedures set forth and at the discretion of the Presiding Officer:

1. Regular First-Year Senate meetings shall be held each week during Fall and Spring semester after the time needed for proper orientation except for University vacations and holidays or by a two- thirds (2/3) vote of the First-Year Senate;

B. In order to conduct official business of the First-Year Senate, a quorum of two-thirds (2/3) of the voting membership of the Senate shall be present; and

1. Each ASUW First-Year Senator shall be entitled to one (1) vote on any issue before the Senate, and voting by proxy shall not be allowed.
2. Meetings of the First-Year Senate will be run in general accordance with Robert’s Rules of Order at the discretion of the FYS Advisor.

# ARTICLE VIII

Selections

Section 1. Selections of the First-Year Senate will be administered by the ASUW First-Year Senate Advisor, or designee within the first ~~four (4)~~ six (6) weeks of the fall semester~~.~~ to allow for proper outreach. The Advisor shall make a prioritized list of applicants not selected, for use in the case of a vacancy at a later date in the year.

Section 2. The outline of the First-Year Senate orientation will be determined by the Assistant Director and FYS Advisor, or designee, no later than August 1.