

SENATE BILL #2625



TITLE: ASUW Local Spending Act
DATE INTRODUCED: April 10, 2018
AUTHORS: President Wetzel; Chief of Staff Thomson-Lichty; Director of Finance Vinson
SPONSORS: Senators Conard, Defebaugh, Gunter, and Mulhall

1. WHEREAS, it is the duty of the Associated Students of the University of Wyoming (ASUW)
2. Student Government to serve our fellow students in the best manner possible; and,
3. WHEREAS, the University of Wyoming has been collaborating with the Laramie Main
4. Street Alliance, the Town and Gown Association, and other organizations to strengthen the
5. ties with the Laramie Community; and,
6. WHEREAS, “Strengthening Ties with the Laramie Community” is a platform goal of the
7. 105th Administration; and,
8. WHEREAS, according to data from the American Booksellers Association Impact Study on
9. Small Business Spending, over 50% of spending with local businesses stays in the local
10. economy and supports other local efforts; and,
11. WHEREAS, the ASUW Student Government should strive to support the community in
12. which the majority of our students live; and,
13. WHEREAS, the Laramie Main Street Alliance has been supportive and cooperative of
14. ASUW projects like Rave Guardian; and,
15. WHEREAS, the ASUW Student Government has had an average of \$50,000 of expendable
16. funds remaining at the end of the past three Fiscal Years.
17. THEREFORE, be it enacted by the Associated Students of the University of Wyoming

- 18. (ASUW) Student Government that the changes to the ASUW Finance Policy outlined in
- 19. Addendum A be effective upon signing of this bill.

Referred to: Budget and Planning

Date of Passage: 4/16/2018 Signed: *Justin Weber*
(ASUW Chairperson)

“Being enacted on April 19th, 2018, I do hereby sign my name hereto and approve this Senate action.” *Justin P. Weber*
ASUW President

Addendum A

FINANCE POLICY ASSOCIATED STUDENTS OF THE UNIVERSITY OF WYOMING

ASUW BUDGET AND PLANNING COMMITTEE AUTHORITY

1. It is the responsibility of the ASUW Budget and Planning Committee to prepare and submit an annual budget to the ASUW Senate. To aid the Committee in this duty, the following procedures shall be followed:
 - A. Budget requests shall be submitted to the ASUW Business Office by a stated deadline.
 - B. The ASUW Senate shall approve and submit the ASUW Budget, including the use of reserve funds, to the UW Board of Trustees through the Dean of Students or designee and to the appropriate University budgeting entities for approval. The ASUW Budget and Planning Committee, the ASUW Senate, The Vice President of Administration, and the UW Board of Trustees must approve changes to the UW Board of Trustees' approved spending authority.
 - C. If the purpose of any organization's budget should change during the fiscal year, the organization must obtain approval of the ASUW Budget and Planning Committee or the ASUW Senate prior to making such a change. Approval from the ASUW Budget and Planning Committee must precede the approval of the ASUW Senate before such a change. The Chairperson of the Budget and Planning Committee must notify the realigning program of the Committee's decision by the following Wednesday at 5:00 PM.
 - D. Realigning entities may appeal the Budget and Planning Committee's decision in the case of a denial of the realignment request.
 1. Entities intending to appeal a failed realignment request must notify the full Senate and the ASUW Vice President of their intent to appeal by the following Thursday at 5:00 PM.
 2. The ASUW Vice President will include the appeal in the following ASUW Senate meeting agenda.
 3. If the ASUW Vice President fails to include such realignment appeal to the agenda, two Senators must bring forth a motion to appeal the decision of the Budget and Planning Committee.
 4. Entities that would like to appeal a realignment decision of the ASUW Senate must make their appeal to the Judicial Council in writing within 24 hours of the ASUW Senate decision.
 5. The ASUW Judicial Council must hold a hearing of the appeal of the realigning entity and the ASUW Senate within ten business days from the receiving the appeal. The Judicial Council then will issue a decision within ten business days of the hearing.

6. The ASUW Judicial Council's authority to entity realignment requests shall be limited to denial or approval of their appeal. If the ASUW Judicial Council approves an entity's realignment appeal that was denied by the ASUW Senate, the Judicial Council will remand the decision to the ASUW Senate for consideration and for corrective action.
 7. At the completion of the fiscal year, all remaining student fees shall be transferred to the ASUW Reserve.
- E. The Vice President for Administration has the responsibility for the general supervision of University procedures for handling funds (requisitions, vouchers, checks, etc.) and the approval of all contracts.
 - F. The Vice President for Administration is responsible to the University President for preparation and administration of the University budget (see Trustee Regulations, Section II), including procedures for budget approval and recommendation by the University President for consideration by the University Board of Trustees.
 - G. The Vice President for Student Affairs has administrative supervision for the Associated Students of the University of Wyoming (ASUW) (see Trustee Regulations, Section II).
 - H. The administration of this policy shall be the responsibility of the ASUW Budget and Planning Committee; seeking the optimum use of ASUW funds, the following criteria shall be considered by the ASUW Budget and Planning Committee when determining the appropriateness and priority of the allocation.
 1. Whether or not this is an activity/program that can be funded by the ASUW under the current financial policy.
 2. The number of students being served by the activity.
 3. The general education and or enhancement value and scope of the activity/program.
 - I. Funds shall be allocated to ASUW sponsored programs with priority given to:
 1. The ASUW government and its programs, services and Strategic Partners
 2. University of Wyoming Recognized Student Organizations
 - J. ASUW Student Government and its Programs and Services shall obtain a price quote for any product or services from a Wyoming vendor if applicable. If the Wyoming based vendor can provide the product or service for within 5% of the cost of the out-of-state vendor and with the same quality, preference will be given to the Wyoming vendor.
 1. Exceptions to this policy can be approved by the ASUW Budget and Planning Committee.
 - K. From the last day of Spring Semester to the first day of Fall Semester, the ASUW President and Vice President shall have financial authority to submit, on the behalf of the ASUW, allocations for the use of remaining fiscal year budgets to the ASUW

Intersessional Oversight Committee. The Committee must approve of any budgetary action submitted by the Executive Branch during this time. At the first senate meeting of the Fall Semester, the ASUW President and Vice President shall submit an itemized list of such expenditures to the ASUW Senate. The Dean of Students or designee must approve all summer expenditures.

