Senate of the Associated Students of the University of Nevada

88th Session, 2020-2021

AN ACT AMENDING TITLE IX OF THE SAS

Bill Number: 24

Authored By: Senator Supple

Sponsored By: The Committee on Government Operations

Whereas, the duties of the secretaries of ASUN per the Statutes of the Associated Students per Title IX, Chapter 901, Section 10 are to take minutes at meetings and post meeting minutes for the public;

Whereas, students are hired as secretaries to fulfill these duties;

Whereas, class conflicts may appear for secretaries which may not allow for them to attend other meetings;

Whereas, per the Statutes of the Associated Students Title IX, Chapter 901, Section 10, subsection c, if a secretary is not appointed for committee meetings the vice chair shall act as secretary be recording meeting minutes;

Whereas, for meetings where there is no designated vice chair, it is not clear which individual shall all as secretary in their absence;

Whereas, the Executive Cabinet, Department of Clubs and Organizations, Department of Event Programming, Department of Diversity and Inclusion, Department of Legislative Affairs, and the Judicial Branch do not have a member of the department as "vice chair;"

Whereas, the second person in command at public meetings shall be the designated officer to act as secretary in their absence;

Be it enacted, the second in command for the Executive Cabinet is the Chief of Staff and thus, shall be the acting secretary in their absence;

Be it further enacted, the Department of Clubs and Organizations, Department of Event Programming, Department of Diversity and Inclusion, and the Department of Legislative Affairs shall designate the officer in the "Assistant Director" position to be the acting secretary in their absence;

Be it further enacted, the second in command for the Judicial Council is the Senior Associate Justice and thus, shall be the acting secretary in their absence;

Be it further resolved, the Statutes of the Associated Students be amended to reflect the changes in Addendum A.

Adopted in Senate on February 17th, 2021

Attest:

_____

Keegan Murphy, Speaker of the Senate

_____

Dominique Hall, President of the Associated Students

I certify that this Act originated in the Senate.

_____

Hope Cronan, Senate Secretary

Addendum A

Title IX
Chapter 901
Section 10

c) ~~COMMITTEE MINUTES~~ ABSENCE OF A SECRETARY: For ~~committees~~ meetings which a staff secretary has not been assigned or cannot attend, the committee/department shall appoint a member to act as Secretary ~~(usually the vice chair) who shall:~~

1) The member designated to act as Secretary shall be the second person in comment at meetings

a) Executive Cabinet: Chief of Staff

b) Department of Clubs and Organizations: Assistant Director of Clubs and Organizations

c) Department of Event Programming: Assistant Director of Budget and Assessment or Assistant Director for Marketing and Interns

d) Department of Diversity and Inclusion: Assistant Directory of Diversity and Inclusion

e) Department of Legislative Affairs: Assistant Director of Legislative Affairs

f) Senate: Speaker Pro Tempore

g) Judicial Council: Senior Associate Justice

h) Department of Sustainability: Assistant Director of Events and Community Projects

2) The member designated to act as Secretary shall:

a) take minutes at each meeting as required by this Chapter and the appropriate law;

b) distribute paper or electronic copies in a manner equivalent to the staff secretary; and

c) perform all other duties determined to be necessary by the presiding officer and the Office of the Secretary of the Senate.

d) The member who acts as Secretary on committees shall not be the custodian of documents. The Secretary of the Senate, acting jointly with the Archives of the Associated Students, shall be the custodian of documents, and the Secretary makes arrangements with the committee secretary for the proper filing of all records with the Archives of the Associated Students.

1) All records taken by an acting secretary in their absence, shall be made available and accessible to the Senate secretary.