



Senate of the Associated Students of the University of Nevada

91st Session, 2023-2024

AN ACT AMENDING THE DEPARTMENT OF GOVERNMENT AFFAIRS

Bill Number: 2

Authored By: Senator Shaffer and Acklin on behalf of Director Deal

Sponsored By: 2023-2024 Student Government Assembly

Whereas, in March of 2022, the Department of Government Affairs was restructured to change the Department name from Legislative Affairs to Government Affairs, along with the addition of the position of Advocacy Director;

Whereas, since the creation of the Advocacy Director position, along with the position of Student Outreach Coordinator, many of the duties are redundant of other positions, and over time have reflected that both of these positions do not have enough described job duties to fulfill a singular position;

Whereas, for the most effective Department it would be to see the distribution of the job duties of Student Outreach Coordinator to the positions of Advocacy Director and Projects Director, resulting in the removal of the position of Student Outreach Coordinator;

Whereas, the job duties listed in the S.A.S. under Student Outreach Coordinator will be assigned to various positions within the Department of Government Affairs, so that the mission of the department is not lost;

Be it enacted, various updates of name changes to be made to Sections 3; and Section 4, subsection B;

Be it further enacted, Section 5, subsection A clarifies the general composition of the Department;

Be it further enacted, Section 5, subsection B clarifies the duties of the Policy Director position;

Be it further enacted, Section 5, subsection C clarifies the job duties of the Advocacy Director position;

Be it further enacted, Section 5, subsection D clarifies the job duties of the Projects Director position;

Be it further enacted, Section 5, subsection E be created to clarify the collaborative duties and expectations of the Department;

Be it further enacted,

- a) The position of Student Outreach Coordinator be dissolved;
- b) Addendum A, the update of job duties listed in the S.A.S., be adopted.

Be it further enacted, that a copy of this legislation be sent to the following:

- a) Sandra Rodriguez, Director;
- b) ASUN President Carpio Guerra;
- c) Director of Executive Affairs Isabella Hatt;
- d) Diana Landazuri Nova, Chair of Budget and Finance;

Adopted in Senate on May 17th, 2023

Attest:

Fayza Salah, Speaker of the Senate

Boris Carpio Guerra, President of the Associated Students

I certify that this Act originated in the Senate.

Ally Chavez, Senate Secretary

Addendum A

CHAPTER 208: THE DEPARTMENT OF GOVERNMENT AFFAIRS SECTION 01: ESTABLISHMENT

There is hereby established a Department of Government Affairs as an executive department of the Association.

SECTION 02: MISSION

The primary mission of the department is:

- a. To track local, state, federal, and global legislation to ensure that students are represented fairly.
- b. To advocate on behalf of students to the Faculty Senate, University officials, City and County officials, the NSHE Office of the Chancellor, Nevada State Government and the Nevada Congressional Delegation and any other governing or legislative body that could affect students.
- c. To report to the Association on relevant legislative happenings of the aforementioned bodies, and offer possibilities for involvement or collaboration.
- d. To provide advice and recommendations to the President.
- e. To educate students about legislative issues that affects them.
- f. To execute general campaign strategies adopted by the Department of Government Affairs set forth on behalf of the Associated Students of the University of Nevada.
- g. To present to the Committee on Democratic Civic Engagement with a list of recommended legislative priorities no later than Dead Day of the Fall semester.
- h. Other matters properly relating thereto.

SECTION 03: ~~STRUCTURE~~ DIRECTOR OF GOVERNMENT AFFAIRS

a. IN GENERAL:

There is a Director of Government Affairs, appointed by the President, with the consent of the Senate.

b. HEAD OF DEPARTMENT:

The Director is the head of the Department and shall have direction and authority over it.

c. FUNCTIONS:

1. The Director shall provide non-partisan advice to the President, and frame recommendations for the President to advance student interests.
2. The Director shall coordinate with the Vice President of Government and Community Engagement, or equivalent person, for the University of Nevada.
3. The Director may delegate any of the Director's functions to any other officer, employee, or organizational unit of the Department. All other officers shall be appointed by the Director.
4. The Director must attend all Committee on Democratic Civic Engagement meetings or must designate the Assistant Director to attend in their absence.
5. The Director shall present a new appointment to the Senate within the following two weeks of said committee or Senate meeting if an executive appointment is reported unfavorably by the Senate committee on Oversight or if an appointee is not passed by the Senate, or in the event that the Director is unable to find a qualified candidate within those two weeks, the Director must present to the Committee on Oversight and explain the circumstances.
6. The Director shall act as President if, by reason of death, resignation, removal from office, inability, or failure to qualify, there is no President, Vice President, Speaker of the Senate, Director of Clubs and Organizations, Director of Programming, Attorney General, or Director of Public and Campus Relations to act as President.
7. To have a report read or spoken into record at minimum every other Senate meeting.
8. Responsible to attend all ASUN retreats, and trainings as decided by the President

- and the Director of Executive Outreach.
9. The Director should be consulted before any officer communicated with a government official in their official capacity as an ASUN Officer. Whenever possible, the Director should be included in communications with government officials or informed as soon as possible. This serves to streamline communication and preserve the reputation of the Association.

SECTION 04: ASSISTANT DIRECTOR

a. **IN GENERAL:**

There is an Assistant Director of Government Affairs, nominated by the Director, with the consent of the Senate.

b. **DUTIES FUNCTIONS:**

The Assistant Director shall:

1. Help coordinate and oversee the logistics, programming, research, and policy analysis of the Department.
2. Serve as support in conducting student-led lobbying efforts at all levels of government.
3. Act as the Director of **Legislative Government** Affairs in the absence of or at the request of the Director.
4. Plan, organize, and execute the curriculum of the Government **Relations Affairs** Internship Program to include:
 - i. Producing the education components twice a semester to include sentiments such as:
Policy Analysis, Student-led lobbying efforts, the Nevada Legislature and State Government Structure, Voter Registration, History of Nevada Politics, Policies that have impacted Higher Education, the Board of Regents, ASUN governing documents, data analysis, time management, leadership skills, and other topics related thereto.
 - ii. Presentations or guest speakers that increase the learning mission of the program.
 - iii. Coordinating a system where interns will report to the officer in the Department of Government Affairs that the Assistant Director of Government Affairs deems appropriate.
5. Responsible to attend all ASUN retreats, and trainings as decided by the Director of **Legislative Government** Affairs and the Director of Executive Outreach.

SECTION 05: DEPARTMENT COMPOSITION

a. **IN GENERAL:**

1. There is a Policy Director, nominated by the Director, with the consent of the Senate; a Advocacy Director, nominated by the Director, with the consent of the Senate; and a Projects Director, nominated by the Director, with the consent of the Senate.

b. **POLICY DIRECTOR AND ADVOCACY DIRECTOR**

1. ~~There is a Policy Director, nominated by the Director, with the consent of the Senate, and a Policy Analyst, nominated by the Director, with the consent of the Senate.~~
2. The Policy Director shall:
~~develop strategic short term and long term policies for appropriate bodies to consider. The Policy Director shall keep the Director of Legislative Affairs apprised of Local, State, Federal, and Global policy as instructed by the Director of Legislative Affairs.~~
 - i. Routinely send out policy briefs and a newsletter detailing relevant news events on the local, state, federal, and global level;
 - ii. Develop strategic short-term and long-term policies for appropriate bodies to consider; and
 - iii. Keep the Director of Government Affairs apprised of Local, State, Federal, and Global policy as instructed by the Director of Government Affairs.
3. ~~The Policy Director shall routinely send out policy briefs and a newsletter detailing relevant news events on the local, state, federal, and global level.~~
4. ~~The Advocacy Director will track the legislative process, sit in on external meetings,~~

~~and connect students to their representatives to voice their opinions. The Advocacy Director will register as a lobbyist during school years which the Nevada State legislature will be in session. The Policy Director and Advocacy Director will work under the direction of the Government Affairs Director to identify opportunities for advocacy on relevant issues.~~

c. **ADVOCACY DIRECTOR**

1. The Advocacy Director shall:

- i. Track the legislative process, sit in on external meetings, and connect students to their representatives to voice their opinions;
- ii. Facilitate and organize efforts to gauge students and interests in opinions on various issues; and
- iii. Register as a lobbyist during school years in which the Nevada State legislature will be in session.

d. **PROJECTS DIRECTOR ~~AND STUDENT OUTREACH COORDINATOR~~**

1. ~~There is a Projects Director, nominated by the Director, with the consent of the Senate, and a Student Outreach Coordinator, nominated by the Director, with the consent of the Senate.~~

2. The Projects Director shall; ~~coordinate and organize any grassroots events, voter registration drivers, and efforts to educate and empower students. The Projects Coordinator shall assist the Projects Director in their efforts.~~

- i. Lead department outreach efforts such as but not limited to student town halls, tabling, and discussions;
- ii. Coordinate and organize other grassroots events, voter registration drivers, and efforts to educate and empower students,

3. ~~The Student Outreach Coordinator shall facilitate and organize efforts to gauge students and interests in opinions on various issues. They should lead department outreach efforts such as but not limited to student town halls, tabling, and discussions. Additionally, they should assist the Projects Director to ensure events are representative and inclusive of all students' interests.~~

4. ~~The Student Outreach Coordinator and Advocacy Director shall work together to provide opportunities for student involvement in the legislative process.~~

e. **DEPARTMENT COLLABORATION**

1. The Projects Director and Advocacy Director shall work together to provide opportunities for student involvement in the legislative process.

2. The Advocacy Director and Policy Director shall work together to identify opportunities for advocacy on relevant issues.

3. The Policy Director and Projects Director shall work together to ensure appropriate events are educational and include any necessary materials such as policy briefs

f. **GOVERNMENT AFFAIRS INTERNS**

The Assistant Director shall oversee the Government Affairs Internship Program.

Responsibilities include: managing interns, creating and executing, the curriculum for the Government Affairs Interns.

SECTION 06: AUTHORIZATION OF APPROPRIATIONS

There is authorized to be appropriated such sums as may be necessary to carry out the provisions of this Chapter.