

[DISCUSSION DRAFT]

93rd SESSION  
2025-2026

**S.B. 93 -**  
**AN ACT TO ESTABLISH ASUN STANDARD**  
**MEETING PROCEDURES**

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IN THE SENATE OF THE ASSOCIATED STUDENTS

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JULY 3RD, 2025

SUBMITTED TO THE SENATE OF THE ASSOCIATED STUDENTS BY SPEAKER PRO TEMPORE MOSS AND  
PARLIAMENTARIAN ISSA

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*Whereas*, Transparency and accountability are foundational principles of democratic government and student representation; and

*Whereas*, Nevada Open Meeting Law (NRS Chapter 241) serves as guidelines to ensure public access to government meetings and decision-making processes; and

*Whereas*, ASUN, as the recognized student government of the University of Nevada, Reno, should strive to uphold similar standards; and

*Whereas*, as the officially recognized Student Government of UNR, pursuant to the NSHE Handbook, any multi-member body must adhere to the established code in Nevada Revised Statutes; and

*Whereas*, the Director of Ethics and Compliance cannot enforce or interpret NRS; and

*Whereas*, the Director of Ethics and Compliance can enforce any regulation or requirement within the Statutes of the Associated Students; and

*Whereas*, the Judicial Council is empowered to conduct hearings and issue decisions on violations of duties, regulations, and requirements within the Statutes of the Associated Students.

*Be it enacted*, that the regulations and standards established in Addendum A be known as ASUN Standard Meeting Procedures; and

*Be it further enacted*, that all regulations and standards shall be established under the introduction of the Statutes of the Associated Students as Chapter 004; and

*Be it further enacted*, that it be within the Director of Ethics and Compliance to enforce and interpret any regulation established in this legislation; and

*Be it further enacted*, that the Judicial Council is empowered to hear and decide on a violation of ASUN Standard Meeting Procedures; and

*Be it further enacted*, that the Director of Ethics and Compliance, Parliamentarian of the Senate, and Chief Justice of the Judicial Council shall train their respective branches on the new standards and provisions established with ASUN Standard Meeting Procedures within thirty days of it being approved by the President of the Associated Students; and

*Be it further enacted*, the President of the Associated Students shall send correspondence to the Senate upon approving this legislation to begin the time requirement for training of each branch; and

*Be it further enacted*, that the changes and provisions reflected in Addendum A be adopted upon passage and approval; and

*Be it further enacted*, that the changes and provisions reflected in Addendum B be adopted upon passage and approval; and

*Be it further enacted*, that a copy of this bill will be sent to:

- Director of ASUN, Sandra Rodriguez;
- Associate Director of ASUN, Luis Aguliar-Herrera;
- President of ASUN, Carmina Aglubat;
- Vice President of ASUN, Ethan McNamara;
- Speaker of the 93rd Senate, Leaf Acklin;
- Chief Justice, Rena Arneson;
- Chair of the Committee of Government Operations, Travis Terry;
- Director of Ethics and Compliance, Caleb Oster; and
- Secretary of the Senate, Faith Johnson

# Addendum A

## CHAPTER 004: ASUN STANDARD MEETING PROCEDURES

### SECTION 01: ESTABLISHMENT

There is hereby established ASUN Standard Meeting Procedures for all officers of the Associated Students.

### SECTION 02: PURPOSE

The purpose of this document is to provide a set of requirements and standards for the officers of ASUN when conducting public meetings that discuss matters important to the student body.

### SECTION 03: DEFINITIONS

- a) "Meeting" shall mean any gathering of a quorum of a public body to deliberate toward or make a decision on any matter over which the body has supervision, control, jurisdiction, or advisory power.
- b) "Deliberate" shall mean to examine, weigh, or reflect upon the reasons for or against a course of action.
- c) "Action" shall mean a decision, commitment, vote, or promise to make a decision.
- d) "Public body" shall mean any official ASUN entity, board, commission, or group created by statute or governing documents with three or more members.
- e) "Quorum" shall mean a simple majority of the members of a public body, unless otherwise defined by its governing documents.
- f) "Serial communication" shall mean a series of communications involving members of a body that collectively constitute a quorum and are intended to circumvent the provisions of this chapter.

### SECTION 04: ADMINISTRATION

The Senate of the Associated Students shall set all regulations and standards relating to ASUN Standard Meeting Procedures. The Senate of the Associated Students may propose changes to this chapter, with the consent of two-thirds of the body.

### SECTION 05: QUALIFICATION

Any official body under the Associated Students comprising three or more members must adhere to the regulations set by ASUN Standard Meeting Procedures.

### SECTION 06: ACCESSIBILITY

This law shall apply to all official meetings of the ASUN, its Committees, the President's Cabinet, any Departments, Commissions and Boards, and any other entity created in the Statutes or ASUN governing documents.

- a) All meetings covered by this Chapter shall be open to the public unless a specific exception is outlined under ASUN policy and consistent with student rights and university policy.
- b) Reasonable accommodations shall be provided to ensure public access for individuals with disabilities.
  - i) All meetings must be in accordance with the Americans with Disabilities Act.
- c) Audio or video recordings of meetings shall be made available when feasible to ensure transparency and public access.

#### **SECTION 07: NOTICE OF MEETINGS**

Each officer that shall act as Chair of their respective body shall be required to post a notice or agenda prior to each meeting.

- a) Notice of each meeting shall be publicly posted at least by 9:00 am, three university business days prior to the meeting.
- b) The notice shall include the date, time, location, and a complete agenda of the items to be discussed.
- c) Notices shall be posted on the ASUN website and shall be physically posted on all designated areas on campus.
  - i) Designated Posting Places shall include:
    - 1) The Center for Student Engagement in the Joe Crowley Student Union;
    - 2) The Mathewson-IGT Knowledge Center;
    - 3) The Pennington Student Achievement Center; and
    - 4) The Frandsen Humanities Building.
- d) Agendas must include a clear description of each item to be discussed or acted upon.
- e) No action may be taken on items not listed on the posted agenda.
- f) Each meeting shall include time for public comment at the beginning and end of the meeting. Public comment may not be restricted based on content but may be subject to reasonable time limits by the Chair of the body.
- g) The Chair must verbally identify any item being discussed before the start of the discussion or vote.
- h) Meetings may not be conducted via serial communications, text messaging, or email chains that constitute deliberation outside a noticed meeting.

#### **SECTION 08: MINUTES AND RECORDS**

Each meeting held must have minutes taken and recorded for the public to review after the conclusion of a meeting of any body.

- a) Minutes of each meeting must be recorded, including
  - i) The date, time, and location of the meeting
  - ii) Names of members present and absent
  - iii) A record of members of the public that were present
  - iv) Summary of discussions and votes taken
  - v) Public comments, when practicable
- b) All agendas, minutes, and supplemental materials shall be made publicly available

within thirty university working days after the meeting and archived in a publicly accessible digital format.

- c) Recordings, when available, must be archived and linked to the respective meeting agenda.

#### **SECTION 09: ENFORCEMENT AND VIOLATIONS**

Any student or ASUN officer may report a violation of this Chapter to the Director of Ethics and Compliance.

- a) If a meeting is found to have violated these provisions:
  - i) Actions taken during the improperly noticed or conducted meeting may be rendered voidable.
  - ii) The offending body may be required to reconvene in compliance with this law.
  - iii) Repeat or egregious violations may result in disciplinary review by the appropriate governing body.
- b) The Director of Ethics and Compliance shall be empowered to enforce and interpret all provisions within ASUN Standard Meeting Procedures and may prosecute any violation of the established standards.
- c) Any individual may file a complaint within ten university working days of the violation. Complaints must be acknowledged within five business days and resolved or referred within fifteen university business days.
- d) The Judicial Council shall serve as the final authority on disputes, remedies, and appeals related to violations of ASUN Standard Meeting Procedures.

#### **SECTION 10: EXEMPTIONS**

Certain bodies and types of meetings may be exempt from the provisions in this law pursuant to Nevada Revised Statutes. The following types of meetings or proceedings are exempt from the provisions of this law, in accordance with Nevada Revised Statutes Chapter 241 and applicable student government context:

- a) Judicial Deliberations
  - i) Meetings or internal deliberations of the ASUN Judicial Council concerning adjudication, interpretation of governing documents, or the rendering of advisory or binding opinions shall be exempt.
- b) Trainings, Workshops, and Retreats
  - i) Training sessions, leadership development workshops, retreats, and similar gatherings where no formal action or deliberation on public business takes place are exempt from this Chapter. No votes, decisions, or policy discussions may occur during such gatherings.

#### **SECTION 11: SEVERABILITY**

If any provision of this chapter is found to be invalid or unenforceable, the remaining provisions shall continue to be in effect.

# Addendum B

## CHAPTER 205: DIRECTOR OF ETHICS AND COMPLIANCE

### SECTION 01: ESTABLISHMENT

There is hereby a Director of Ethics and Compliance, appointed by the President, with the consent of the Senate.

### SECTION 02: DUTIES

The duties of the Director of Ethics and Compliance are:

- 1) The Director of Ethics and Compliance shall issue advisory opinions concerning the law, legislation, or any other act of the Association.
- 2) Copies of the Director of Ethics and Compliance's opinions will be distributed to the President, Vice President, and all Senators. The opinions are to also be made available to anyone upon request.
- 3) All requests for the Director of Ethics and Compliance to issue advisory opinions must be made in writing except those made on the Senate floor.
- 4) To update and distribute the Constitution for the purpose of engrossing any Constitutional Amendments as passed by the Association and approved by the Board of Regents. The Director of Ethics and Compliance is designated the responsibility to publish current editions of the Associated Student's Constitution.
- 5) The Director of Ethics and Compliance 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, or Director of Programming to act as President.
- 6) The Director of Ethics and Compliance shall investigate alleged violations of the Election Code and prosecute offenders before the Judicial Council.
- 7) The Director of Ethics and Compliance shall prosecute any case, at the Director of Ethics and Compliance's or Judicial Council's discretion, filed by a third party, even in cases where the plaintiff seeks to dismiss the charge.
- 8) The Director of Ethics and Compliance shall act as the representative of the Director of Elections and Democratic Education before the ASUN Judicial Council.
- 9) The Director of Ethics and Compliance shall ensure that all regulations concerning petitions are followed fully.
- 10) The Director of Ethics and Compliance shall deliver and provide for all petitions (for each election) or for initiative and referendums to the President of the Associated Students and the Director of Elections and Democratic before the Candidates' Meeting.
- 11) The Director of Ethics and Compliance shall assist any student interested in writing a petition for initiative and referendum.
- 12) The Director of Ethics and Compliance shall verify that there are a sufficient

number of valid signatures on each petition, by checking the student status of each person who signed the petition, to immediately notify the Primary Proponent(s) if the verifying official discovers that the petition submitted lacks sufficient valid signatures, and to preserve the petition for the same time period as the Director of Elections and Democratic Education preserves the ballots for the election for which the petition qualified or attempted to qualify for placement on the ballot.

13) The Director of Ethics and Compliance shall notify Candidates and all others cited of charges during elections.

14) The Director of Ethics and Compliance shall supervise ballot tabulation.

15) The Director of Ethics and Compliance shall release the election results as soon as possible.

16) The Director of Ethics and Compliance shall attend or send a representative to all physical polling locations and places where ballots are kept and tabulated, provided such representative is not a candidate or agent in the election.

17) To carry out such other functions and duties as required under the constitution and laws.

18) The Director of Ethics and Compliance shall not prosecute any case to which the Director of Ethics and Compliance is a party or in which the Director of Ethics and Compliance has an interest in the outcome as described in subsection 3, Title III, Chapter 302, Rule 3a. When such a conflict occurs, the Chair of Government Operations shall act as a special prosecutor to act as and perform the elections duties of the Director of Ethics and Compliance insofar as the Director of Ethics and Compliance's conflict is concerned.

19) To have a report read or spoken into record at minimum every other Senate meeting.

20) Responsible to attend all ASUN retreats, and training as decided by the President and the Director of Executive Outreach.

21) The Director of Ethics and Compliance shall serve as ex-officio member on the Senate Committee on Government Operations.

22) Organize trainings and continue to provide education on ASUN Standard Meeting Procedures for the Association.

23) Ensure ASUN Standard Meeting Procedures are followed and work with Officers to correct any violations.

a) To cancel meetings that have violated ASUN Standard Meeting Procedures.

b) In the cancellation notice, the Director of Ethics and Compliance must list what violation(s) occurred.

c) The Director of Ethics and Compliance must send a meeting cancellation notice no later than twenty-four hours before the meeting is to take place.

d) The invalidation notice must be sent to the presiding officer and the Secretary of the Senate.