

# Committee on Government Operations

Senate of the Associated Students 93rd Session  
Agenda for WEDNESDAY MARCH 4, 2026 at 10:00 AM  
Frankie Sue Del Papa, President's Conference Room  
ASUN Center for Student Engagement 3<sup>rd</sup> Floor  
Joe Crowley Student Union  
1664 N. Virginia Street  
Reno, Nevada 89557  
<https://unr.zoom.us/j/2669104490>

## 1. CALL MEETING TO ORDER

## 2. COMPLIANCE WITH NEVADA OPEN MEETING LAW

- a. Was the agenda posted three full working days by 9 am, not including the meeting date?  
<https://nevadaasun.com/meetings/>
- b. Is the meeting taking place on the day of the week, month, day, year, at the time and location listed on the agenda?
- c. Is the Zoom link working and available to the public?
- d. If the answer to any of these questions is no, this meeting must be ENDED IMMEDIATELY unless NOML covers a legitimate correction.

## 3. ROLL CALL

Chair Bohlander  
Vice Chair Moss  
Senator Saporito  
Senator Issa  
Senator Villa  
Senator McAndrews

## 4. PUBLIC COMMENT (INFORMATION ONLY)

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on actions on this agenda. The Chair may impose reasonable limits on the length of time members of the public may speak.

## 5. ADOPTION OF MINUTES

There are no minutes to be approved at this time.

**6. AUDIO OR MINUTES MISSING FOR PREVIOUS MEETINGS OF THIS BODY THAT DO NOT MEET 30 DAY POSTING OF NEVADA OPEN MEETING LAW**

Minutes or audio file for previous meetings that are missing must be listed here with the date of each meeting.

**7. OLD BUSINESS (INFORMATION ONLY/FOR POSSIBLE ACTION)**

**8. NEW BUSINESS (FOR POSSIBLE ACTION AND FOR POSSIBLE CORRECTIVE ACTION/INFORMATION ONLY)**

- S.B. 93 – An Act to Clarify ASUN Budget Approval Procedures
- S.B. 93 - An Act to Include Microsoft Booking Links on the Senator Section of the ASUN Website
- S.B. 93 - An Act to Include Biographies Within the ASUN Website
- S.B.R. 93 - A Binding Resolution Requiring Senators to Send Reports to Secretaries
- S.B. 93 - A Bill Requiring Senators to Send Reports to Secretaries
- SAS Audit Compilation - [https://de5u0yfu98nbk.cloudfront.net/wp-content/uploads/2025/03/92\\_SAS\\_02-26-2025.pdf](https://de5u0yfu98nbk.cloudfront.net/wp-content/uploads/2025/03/92_SAS_02-26-2025.pdf)

**9. PUBLIC COMMENT (INFORMATION ONLY)**

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on action items on this agenda. The Chair may impose reasonable limits on the length of time members of the public may speak.

**10. ADJOURNMENT**

***NOTES:***

*Agenda items may be considered out of order at the discretion of the Chair. The committee may combine two or more agenda items for consideration. The Committee may remove an item from the agenda or delay discussion of an item at any time.*

[DISCUSSION DRAFT]

93rd SESSION  
2025-2026

**S.B. 93 -**  
**AN ACT TO CLARIFY ASUN**  
**BUDGET APPROVAL PROCEDURES**

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IN THE SENATE OF THE ASSOCIATED STUDENTS

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FEBRUARY 10TH, 2026

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

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*Whereas*, the Associated Students of the University of Nevada are entrusted with the stewardship of student fee dollars and have the responsibility to ensure those funds are used transparently, responsibly, and in the best interest of the student body; and

*Whereas*, the Statutes of the Associated Students currently authorize the Speaker of the Senate, or a designee, to approve expenditures from Senate-controlled accounts without a requirement for committee-level review; and

*Whereas*, the Committee on Budget and Finance exists to provide specialized oversight, financial expertise, and consistency in fiscal decision-making across the Association; and

*Whereas*, requiring Committee on Budget and Finance approval for expenditures made by Senators using Senate accounts will strengthen accountability, promote equitable use of funds, and enhance public trust in the Senate's financial practices; and

*Whereas*, this requirement does not impede the Senate's ability to operate, but rather ensures that expenditures align with the adopted budget, statutory intent, and best practices in shared governance;

***THE STUDENTS OF THE UNIVERSITY OF NEVADA REPRESENTED IN THE  
SENATE, DO ENACT AS FOLLOWS***

*Be it enacted*, The Statutes of the Associated Students are amended to require that all expenditures initiated by Senators using Senate-controlled accounts receive approval from the Committee on Budget and Finance prior to release of funds; and

*Be it further enacted*, Approval by the Committee on Budget and Finance shall constitute a fiscal review for compliance with the adopted budget, statutory limitations, and responsible use of Association funds, and shall not be construed as an encroachment on the Senate's legislative authority; and

*Be it further enacted*, A budget using funds from a Senate-controlled account may be sent to the Chair of the Committee on Budget and Finance to be agendaized at the Committee's next available meeting; and

*Be it further enacted,* After a budget has been approved, it shall be sent to the Speaker, prevalent advisor and the ASUN accounting office to receive approval by those with signing authority over Senate-controlled accounts; and

*Be it further enacted,* The Committee on Budget and Finance shall adopt weekly procedures to ensure timely review of expenditure requests so as not to unreasonably delay Senate operations; and

*Be it further enacted,* This act shall take effect immediately upon passage and approval, and shall apply to all Senate account expenditures initiated after its effective date; and

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

## **Addendum A**

# **TITLE VI: TREASURY OF THE ASSOCIATION**

## **CHAPTER 601: TREASURY OF THE ASSOCIATION**

### **SECTION 01: TREASURY OF THE ASSOCIATED STUDENTS; REFERENCES; FUNDS WITH IN THE TREASURY**

#### a) IN GENERAL:

The Government of the Associated Students has a Treasury of the Associated Students, which consists of two primary divisions as follows:

- 1) General Fund.
- 2) Capital Fund.

#### b) REFERENCES TO TREASURY:

Any reference to the Treasury or the Treasury of the Associated Students in any law, regulation, report, or other document shall be deemed to be a reference to the funds placed in the General Fund unless the context indicates otherwise.

#### c) CAPITAL FUND:

There is established a Capital Fund which must be used to receive all excess revenues from the ASUN Bookstore and account for all expenditures made from this account in furtherance of the purposes as set out in law.

### **SECTION 02: DISBURSEMENT OF FUNDS FROM TREASURY**

Any expenditures exceeding \$100.00 shall not be released from any account under the control of the Associated Students without such disbursement being approved, in writing, by the President or the Presidents designee, or by the officer who has control over the account, unless otherwise provided for by

law. Expenditures that total less than \$100.00 from any account may be signed and approved by the designated advisor.

### **SECTION 03: DELEGATION OF SIGNING AUTHORITY**

The President is authorized to delegate to any department head the signing authority for the accounts for the use of the particular department. The President shall submit a document of assigned signature authority along with the proposed budget for the Fiscal Year as outlined in Chapter 405 of this Title. Each account shall have two assigned designees to sign off on expenditures from each account. One of the designees from each account must be an advisor.

### **SECTION 04: CHANGES TO THE DELEGATION OF SIGNING AUTHORITY**

Changes of signature authority may be made at any time. When the President makes a change of this form, the President shall report this change at the Senate meeting immediately following.

### **SECTION 05: LIMITATIONS ON EXPENDING AND OBLIGATING AMOUNTS**

Appropriations shall be applied only to the objects for which the appropriations were made except as otherwise provided by law. An officer or employee of the Associated Students may not:

- a) make or authorize an expenditure exceeding an amount available in an appropriation or fund for the expenditure; or
- b) involve the Association in a contract or obligation for the payment of money before an appropriation is made unless authorized by law.

### **SECTION 06: SENATE ACCOUNTS**

The Speaker of the Senate shall have signing authority over accounts under the control of the Senate. The Speaker may delegate signing authority to the chair of any committee under the jurisdiction of the Senate for the purpose of expending such funds as may be necessary for the conduct of committee business.

- a) Any senator wishing to use funds from senate-controlled accounts must draft a standard budget and submit the proposed budget to the Chair of the Committee on Budget and Finance.
- b) The Chair of the Committee on Budget and Finance shall place the budget on the agenda for consideration at the next available meeting of the committee

- c) Upon approval, the Senator requesting funds may submit their request to the Speaker or designee for final approval.

#### **SECTION 07: SUIT TO REQUIRE RELEASE OF FUNDS**

Except for accounts under the control of the Senate, when any official who has the lawful duty to approve the disbursement of funds from accounts of the Association fails to carry out such duty, the injured party may file with the Judicial Council of the Associated Students for a writ of mandamus requiring the official to approve the release of funds

93rd SESSION  
2025-2026

**S.B. 93 -**  
**AN ACT TO INCLUDE MICROSOFT**  
**BOOKING LINKS ON THE SENATOR SECTION**  
**OF THE ASUN WEBSITE**

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IN THE SENATE OF THE ASSOCIATED STUDENTS

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FEBRUARY 9TH, 2026

SUBMITTED TO THE SENATE OF THE ASSOCIATED STUDENTS BY SENATOR NUBEL  
COSPONSORED BY PARLIAMENTARIAN ISSA, SENATOR CASTRO & SENATOR VILLA

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*Whereas*, students can book with Senators regarding questions or concerns about their college; and

*Whereas*, students can bring new ideas to the representatives of their choosing; and

*Whereas*, senators can help each other to set up their book with me for an easy transition into the 94<sup>th</sup> session; and

*Whereas*, meetings through Microsoft Bookings can help Senators perform meaningful outreach with the students around campus; and

*Whereas*, offering a Microsoft Bookings link is beneficial to both the students and the senators; and

*Whereas*, Microsoft Bookings offers convenience to the students that want to meet with their senators; and

*Whereas*, any questions regarding how to set one up can be answered by Assistant Director Berger; and

*Whereas*, other universities use Microsoft Booking links in their student government to promote outside student engagement; and

*Whereas*, having a Microsoft Bookings link as a Senator is beneficial to student outreach and engagement; and

*Whereas*, student to Senator relationships will become closer through including booking links; and

*Whereas*, booking links are based on a Senator's schedule ensuring there will be no time conflict with other meetings and classes; and

*Whereas*, booking links can be linked to a Senator's calendar to ensure any Senator with another job will not face time conflict; and

*Whereas*, this bill shall be effective the beginning of the 94<sup>th</sup> session of the Senate of the Associated Students;

***THE STUDENTS OF THE UNIVERSITY OF NEVADA REPRESENTED IN THE SENATE, DO ENACT AS FOLLOWS:***

*Be it enacted*, that the changes outlined in Addendum A be adopted into the Statutes of the Associated Students upon the convening of the 94<sup>th</sup> session of the Senate of the Associated Students; and

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

- Vice President, Student Services, *Heather Speed*;
- Director, Center for Student Engagement, *VACANT*;
- Senior Associate Director, Center for Student Engagement, *Amy Koeckes*;
- Associate Director, Student Government, *Luis Aguilar-Herrera*;
- President, Associated Students, *Carmina Aglubat*;
- Vice President, Associated Students, *Ethan McNamara*;
- Speaker, 93<sup>rd</sup> Senate, Associated Students, *Leaf Acklin*; and
- Assistant Director, Programs and Services, *Justin Berger*;

# Addendum A

## INTRODUCTION

### CHAPTER 101: COMPOSITION

#### SECTION 03: SENATORS

a) IN GENERAL: A Senator, elected by peers in the college of the senator's major, serves a broad set of functions within the Association. However, the primary role of the Senator is that of legislator, amending and generating bills and resolutions which best reflect the needs and voices of the students during the Senators term as Senator. Senators must maintain a GPA consistent with the requirements of the Constitution, from an institution of higher education.

#### b) DUTIES:

The Senator is in the prime position to communicate between students and heads of colleges. The duties of the Senator include, but are not limited to:

1) Host four office hours within a two-week period  
 2) Regularly attend the entirety of the convening of the Senate and its committees to which the Senator has been assigned. Inability to attend the entirety of Senate meetings on a weekly basis will result in disqualification from the Office of Senator. In the instance of disqualification, a Senator shall resign from Office.

3) Create a 'Book with me' to include in their biographies and update hours based on their schedule for the week

4) Report during committee meetings to which the senator is assigned with respect to the Senators activities as the previous meeting, whenever the chair of the committee requests.

5) Mentor and educate Legislative Intern(s) that may be assigned to them in concurrence with the standards proposed by the Speaker Pro Tempore and approved by the Senate body for that session.

6) Regularly attend meetings of the Student Advisory Board of the college which the officers are representing or take initiative regarding an inactive or nonexistent advisory board

7) Regularly attend meeting of the IDEA Committee of the college which the officers are representing or take initiative regarding an inactive or nonexistent diversity committee.

8) Below are the minimum attendance requirements expected from a senator for the above duties outlined in Title 1, Section 03, B lines five and six, but officers can serve any additional time at their discretion:

a) Senators are only required to sit on half of the semesterly meetings for each group (SAB and DEI boards).

b) For colleges that only have one senator, that senator is expected to meet a quarter of semesterly scheduled meetings, so long as they are regularly attending their diversity committee meetings and their student advisory meetings.

c) For unique scheduling circumstances, the expected attendance of the senator will be at the discretion of the Speaker of the Senate.

d) Any senator has the option to satisfy all of their attendance requirements by being a member of just one board or committee but must be permitted by the Speaker to do so. Only strenuous scheduling circumstances are recommended to be permitted and the senator is expected to collaborate with fellow senators of their college on the information they learn in their role as a member.

8) Responsible to attend all ASUN retreats, and trainings as decided by the Speaker of the Senate and the Director of Executive Outreach

93rd SESSION  
2025-2026

**S.B. 93 -**  
**AN ACT TO INCLUDE BIOGRAPHIES WITHIN**  
**THE ASUN WEBSITE**

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IN THE SENATE OF THE ASSOCIATED STUDENTS

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FEBRUARY 5TH, 2026

SUBMITTED TO THE SENATE OF THE ASSOCIATED STUDENTS BY SENATOR NUBEL  
SPONSORED BY SENATOR RADTKE

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*Whereas*, students should include their name in their biography; and

*Whereas*, adding a biography lets the students get to know their senators that represent them; and

*Whereas*, adding a biography lets the students get to know the officers that can help them and which officer to go to with what question; and

*Whereas*, officer biographies can help reach students across the college and connect with them on a personal level; and

*Whereas*, the promotion of student engagement with ASUN is important to the Association and to the students at the University; and

*Whereas*, adding officer biographies into the website would promote student engagement with ASUN ; and

*Whereas*, effective at the start of the 94th session; and

*Whereas*, at the University of Channel Island members of the student body government include their major, class, and office hours in their student body government biographies; and

*Whereas*, biographies will show students at the University that Senators are students too and they can come to them for help and support; and

*Whereas*, Officer biographies can be changed anytime by putting in a website change request with Assistant Director Berger; and

*Whereas*, any appointed Officer can add their own biographies by putting in a website change request; and

*Whereas*, adding officer biographies to the ASUN website is beneficial to the face of ASUN; and

***THE STUDENTS OF THE UNIVERSITY OF NEVADA REPRESENTED IN THE  
SENATE, DO ENACT AS FOLLOWS:***

*Be it enacted*, that the changes outlined in Addendum A be adopted into the Statutes of the Associated Students; and

*Be it further Enacted*, that the Associated Students of the University of Nevada will work with each other to teach how to set up their biographies; and

*Be it further Enacted*, that a copy of this resolution be sent to the following individuals:

- Director, Center for Student Engagement, *VACANT*;
- Senior Associate Director, Center for Student Engagement, *Amy Koeckes*;
- Associate Director, Student Government, *Luis Aguilar-Herrera*;
- President, Associated Students, *Carmina Aglubat*;
- Vice President, Associated Students, *Ethan McNamara*;
- Speaker, 93<sup>rd</sup> Senate, Associated Students, *Leaf Acklin*;
- ASUN Senator, College of Social Work, *Kaylee Radtke*;
- Assistant Director, Programs and Services, *Justin Berger*;

# Addendum A

## INTRODUCTION

### CHAPTER 002: CODE OF CONDUCT

#### SECTION 06: ASUN OFFICER BIOGRAPHIES

- a) At appointment of position ASUN officers are to write a short biography addressing the students and how they can help.
- b) At appointment of position ASUN Senators are to write a short biography about the College they specifically represent.
- c) At appointment of position ASUN officers are to write a short biography introducing themselves and interests
- d) When written, biographies can be changed and removed if deemed inappropriate or unprofessional, and must be approved by Director of said officers department
- e) Maximum of 150 words per biography
- f) At appointment ASUN officers are to follow this template listed below

#### Template for ASUN officer biography

Name:

Major:

Year:

Role within the association:

About me:

#### SECTION 07: OFFICER BEHAVIOR

- a) Officers of the Associated Students shall behave in such a way as to uphold and advance the integrity of the Association's reputation while acting in an official capacity.
- b) ASUN officers shall hold their position in the highest regard.
- c) The reputation of the Associated Students is dependent on the trust and confidence the officers earn from the students at the University of Nevada. Officers gain credibility by adhering to their commitments, displaying honesty and integrity, and reaching Association and department goals solely through honorable conduct.
- d) Violations of these may result in judicial action.

#### SECTION 08: ENFORCEMENT

The Director of Ethics and Compliance of the Association shall be responsible for enforcing the provisions of this chapter. This may be done through advisory opinions or judicial charges.

[DISCUSSION DRAFT]

93<sup>rd</sup> SESSION  
2025-2026

**S.B.R. 93 -**  
**A BINDING RESOLUTION REQUIRING**  
**SENATORS TO SEND REPORTS TO**  
**SECRETARIES**

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IN THE SENATE OF THE ASSOCIATED STUDENTS

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FEBRUARY 25, 2026

SUBMITTED BY SENATOR DEBARGER AND SENATOR RADTKE TO THE COMMITTEE ON GOVERNMENT OPERATIONS

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**A Binding Resolution Requiring Senators to Send Reports to Secretaries**

*Whereas*, Title IX section 10 of the SAS<sup>1</sup> requires a secretary to take minutes at all Senate meetings and Senate Committee meetings;

*Whereas*, the SAS requires that these minutes include “The substance of all matters proposed, discussed or decided, the substance of remarks made during public comment and remarks. Any other item ordered to be included in the record” which includes reports made by senators and committee chairs during meetings;

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<sup>1</sup> SAS: Statutes of the Associated Students, [https://de5u0yfu98nbk.cloudfront.net/wp-content/uploads/2025/03/92\\_SAS\\_02-26-2025.pdf](https://de5u0yfu98nbk.cloudfront.net/wp-content/uploads/2025/03/92_SAS_02-26-2025.pdf)

*Whereas*, the SAS outlines in Title I, section 3, one of the duties of a Senator is to “Report during committee meetings to which the senator is assigned with respect to the Senator's activities as the previous meeting, whenever the chair of the committee requests.”

*Whereas*, Senate Rule III, sections C and D, outline that senators and committee chairs may make reports during meetings;

Whereas, Senate Rule IX, section E, outlines the duties of Senate committee chairs, including that they must “Consolidate Reports of individual members of the Committee.”

*Whereas*, senators’ reports are a critical component of the minutes required to be written by the secretaries;

*Whereas*, having accurate minutes of all Senate and Senate committee meetings is necessary to comply with NRS<sup>2</sup> 241.035, which states that minutes must be made available no more than 30 days after a meeting has taken place, requiring the secretaries to create accurate minutes within this timeframe;

*Whereas*, delay in senators sending their reports, prevents secretaries from creating accurate minutes within the 30 day time frame;

*Whereas*, both secretaries and senators have a responsibility to ensure compliance with NRS 241.035;

*Be it enacted*, that the changes outlined in Addendum A be adopted into the Statutes of the Associated Students; and

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

- Speaker of the Senate and Chair of the Committee on Oversight, Leaf Acklin;
- Speaker Pro-Tempore of the Senate and Chair of the Committee on Budget and Finance, Dillon Moss;
- Parliamentarian of the Senate and Chair of the Committee on Democratic Civil Engagement, Jason Issa;

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<sup>2</sup> NRS: Nevada Revised Statutes, <https://www.leg.state.nv.us/nrs/nrs-241.html#NRS241Sec035>

- Chair of the Committee on Government Operations, Nicholas Bohlander;
- Chair of the Committee on Academics and Student Affairs, Madison Kitch;
- Chair of the Committee on Safety, Sustainability, and Wellness, Anna Barrus;
- Chair of the Committee on IDEA, Viviana Castro;
- Chair of the Special Committee on Food Insecurity, Alexander Saporito;
- ASUN Associate Director of Student Government, Luis Aguilar-Herrera;
- President of the Associated Students, Carmina Aglubat

# Addendum A

## RULE III: OFFICER REPORTS

### C. OFFICER REPORTS

At the appointed time, the Speaker shall recognize any senior officer of the Association, including the Speaker to offer a report on his, her, their official activities since the previous meeting and make any summary announcements he, she, or they deems necessary for no longer than five minutes. After giving a report, the senior officer is responsible for sending the written report to the Senate Secretary within one week of the meeting.

[DISCUSSION DRAFT]

93rd SESSION  
2025-2026

**S. B. 93-**  
**A BILL REQUIRING SENATORS TO SEND**  
**REPORTS TO SECRETARIES**

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IN THE SENATE OF THE ASSOCIATED STUDENTS

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FEBRUARY 25, 2026

SUBMITTED BY SENATOR DEBARGER AND SENATOR RADTKE TO THE COMMITTEE ON GOVERNMENT  
OPERATIONS

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**A Bill Requiring Senators to Send Reports to Secretaries**

*Whereas*, Title IX section 10 of the SAS<sup>1</sup> requires a secretary to take minutes at all Senate meetings and Senate Committee meetings;

*Whereas*, the SAS requires that these minutes include “The substance of all matters proposed, discussed or decided, the substance of remarks made during public comment and remarks. Any other item ordered to be included in the record” which includes reports made by senators and committee chairs during meetings;

*Whereas*, the SAS outlines in Title I, section 3, one of the duties of a Senator is to “Report during committee meetings to which the senator is assigned with respect to the Senator’s activities as the previous meeting, whenever the chair of the committee requests.”

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<sup>1</sup> SAS: Statutes of the Associated Students, [https://de5u0yfu98nbk.cloudfront.net/wp-content/uploads/2025/03/92\\_SAS\\_02-26-2025.pdf](https://de5u0yfu98nbk.cloudfront.net/wp-content/uploads/2025/03/92_SAS_02-26-2025.pdf)

*Whereas*, Senate Rule III, sections C and D, outline that senators and committee chairs may make reports during meetings;

Whereas, Senate Rule IX, section E, outlines the duties of Senate committee chairs, including that they must “Consolidate Reports of individual members of the Committee.”

*Whereas*, senators’ reports are a critical component of the minutes required to be written by the secretaries;

*Whereas*, having accurate minutes of all Senate and Senate committee meetings is necessary to comply with NRS<sup>2</sup> 241.035, which states that minutes must be made available no more than 30 days after a meeting has taken place, requiring the secretaries to create accurate minutes within this timeframe;

*Whereas*, delay in senators sending their reports, prevents secretaries from creating accurate minutes within the 30 day time frame;

*Whereas*, both secretaries and senators have a responsibility to ensure compliance with NRS 241.035;

*Be it enacted by the Senate of the Associated Students*, that Addendum A be adopted into the SAS;

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

- Speaker of the Senate and Chair of the Committee on Oversight, Leaf Acklin;
- Speaker Pro-Tempore of the Senate and Chair of the Committee on Budget and Finance, Dillon Moss;
- Parliamentarian of the Senate and Chair of the Committee on Democratic Civil Engagement, Jason Issa;
- Chair of the Committee on Government Operations, Nicholas Bohlander;
- Chair of the Committee on Academics and Student Affairs, Madison Kitch;
- Chair of the Committee on Safety, Sustainability, and Wellness, Anna Barrus;
- Chair of the Committee on IDEA, Viviana Castro;

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<sup>2</sup> NRS: Nevada Revised Statutes, <https://www.leg.state.nv.us/nrs/nrs-241.html#NRS241Sec035>

- Chair of the Special Committee on Food Insecurity, Alexander Saporito;
- ASUN Associate Director of Student Government, Luis Aguilar-Herrera;
- President of the Associated Students, Carmina Aglubat

# Addendum A

## TITLE I: THE LEGISLATIVE BRANCH

### CHAPTER 101: COMPOSITION

#### SECTION 03: SENATORS

- a. IN GENERAL: A Senator, elected by peers in the college of the senator's major, serves a broad set of functions within the Association. However, the primary role of the Senator is that of legislator, amending and generating bills and resolutions which best reflect the needs and voices of the students during the Senators term as Senator. Senators must maintain a GPA consistent with the requirements of the Constitution, from an institution of higher education.
- b. DUTIES: The Senator is in the prime position to communicate between students and heads of colleges. The duties of the Senator include, but are not limited to:
  1. Host four office hours within a two-week period
  2. Regularly attend the entirety of the convening of the Senate and its committees to which the Senator has been assigned. Inability to attend the entirety of Senate meetings on a weekly basis will result in disqualification from the Office of Senator. In the instance of disqualification, a Senator shall resign from Office.
  3. Report during committee meetings to which the senator is assigned with respect to the Senators activities as the previous meeting, whenever the chair of the committee requests, and send the written reports to the secretary designated to take minutes at the committee meeting within one week of the meeting.

# Addendum B

## RULE III: OFFICER REPORTS

### C. OFFICER REPORTS

At the appointed time, the Speaker shall recognize any senior officer of the Association, including the Speaker to offer a report on his, her, their official activities since the previous meeting and make any summary announcements he, she, or they deems necessary for no longer than five minutes. After giving a report, the senior officer is responsible for sending the written report to the Senate Secretary within one week of the meeting.