9-1-2021

SB5-21/22: Resolution Standardizing the ASUM Bylaws and House Rules for Proper Formatting and Clarity

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1   **The Associated Students of the University of Montana**
2   **Resolution Standardizing the ASUM Bylaws and House Rules for Proper Formatting and Clarity**
3   **August 2, 2021**
4   **SB05-21/22**
5   **Authored by: Noah Durnell, ASUM President; Canyon Lock, ASUM Vice President; Jack Rinck,**
6   **ASUM Business Manager; Tor Gudmundsson, ASUM Senator; Nicholas Ververis, ASUM Senator;**

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8   Whereas, The Associated Students of the University of Montana (ASUM) is governed by its Bylaws;
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10   Whereas, Continuous amendment to the Bylaws over time has created severe discrepancies in formatting
11   and clarity of the Bylaws in their current state;
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13   Whereas, It is imperative that the Bylaws are properly and consistently formatted so that they are
14   understandable and accessible to those it governs;
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16   Whereas, It is imperative that the Bylaws and their governing power is clearly defined to mitigate
17   ambiguity;
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19   Whereas, All Articles of the Bylaws in their current state present formatting inconsistencies and/or
20   ambiguity;
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22   Whereas, The Bylaw working group formed and met over the course of the Summer of 2021 to amend the
23   Bylaws so as to mitigate all inconsistencies and ambiguity throughout the document;
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25   Whereas, The House Rules contain similar formatting inconsistencies and ambiguity as the Bylaws;
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27   Whereas, Creating and implementing a standardized formatting template for the Bylaws and the House
28   Rules is essential to sustain these changes;
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30   Whereas, The Senate and its committees may miss amendments that abide by the standardized formatting
31   template;
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33   Whereas, The Office Manager and Secretary regularly update the governing documents upon the passage
34   of a resolution;
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36   Whereas, Granting authority to the Office Manager and Secretary to unilaterally preserve the formatting
37   of the governing documents when introducing or amending its language is essential to sustain governing
38   document formatting;
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40   Therefore, Let It Be Resolved, That the amendments made by the Bylaw working group to the Bylaws be
41   accepted;
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43   Therefore; Let It Be Further Resolved, That a standardized formatting template be implemented for future
44   reference by the Senate;
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46   Therefore; Let It Be Further Resolved, That the standardized formatting template established by the
47   Bylaw working group be applied to the House Rules;
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49   Therefore; Let It Be Further Resolved, That Section 4.15 of Personnel Policy be amended to read:
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51   *4.15 ASUM Office Manager. The ASUM Office Manager is a full-time classified position,*
52   *appropriately adjusted during the summer months, responsible for the following: process*
53   *financial transactions, fiscal monitoring, expenditure approval, data entry and travel*
54   *arrangements for approximately 200 student groups; provide fiscal training, guidance*
55   *and oversight to student groups with regard to their ASUM accounts; direct and*
56   *supervise the front desk reception and Senate Secretary student employees; supervise, in*
57   *conjunction with the Marketing and Outreach Committee and ASUM Executives, the*
58   *Social Media Manager and Web Developer student employees;* **assisting the Secretary in**
59   **adjusting amendments to the governing documents pursuant to the standardized**
60   **formatting template;** *manage the day-to-day operation of the ASUM office suite,*
61   *equipment and supplies; process staff and student employee payroll.*
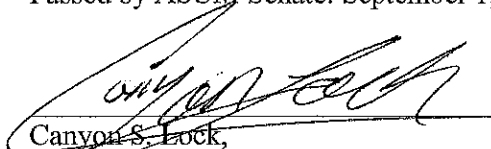62
63 Therefore, Let It Be Further Resolved, That Section 4.22 of Personnel Policy be amended to read:
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65   *4.22 ASUM Senate Secretary. The ASUM Senate Secretary is a student position*
66   *responsible for the following: preparing all ASUM Senate documents including, but not*
67   *limited to, minutes, agendas, and resolutions; providing copies and emailing Senate*
68   *documents to Senate members and University representatives; posting Senate documents*
69   *to the ASUM website; preparing meeting rooms; taking minutes during weekly Senate*
70   *meetings; taking minutes during weekly Relations and Affairs Committee meetings;*
71   *taking minutes during weekly Board on Budget and Finance meetings; making*
72   *arrangements, prepare materials for, and participating in annual Senate events, such as*
73   *the late-summer retreat, spring budgeting and elections;* **updating the governing**
74   **documents to reflect amendments made by the Senate and adjusting amendments to the**
75   **governing documents pursuant to the standardized formatting template;** *archiving*
76   *Senate materials.*
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78 Therefore, Let It Be Further Resolved, That all previous iterations of the Bylaws are null and void;
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80 Therefore, Let It Be Further Resolved, That this resolution be sent to Alexandra Berna, ASUM Secretary;
81 Gwen Coon, ASUM Office Manager; Lou Villemez, ASUM Legal Director; Vicki Olson, ASUM
82 Childcare Director; Jordan Hess, ASUM Transportation Director; Madeleine Jones, ASUM Sustainability
83 Director; Hilary Rosa, ASUM Food Pantry Coordinator.
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86 Passed by ASUM Senate: September 1, 2021
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90 Canyon S. Lock,
91 Chair of the Senate
92
93 Passed unanimously (20Y-0N-0A)