ASMSU 2023-B-04

Sponsor:  [Jacob Zink]  Yes 19 No 0  Senators Present 19  
Co-Sponsors: [Strandvold Knudsen]  
[Melody Wendt]  
[Rosa Roccisano]  

Vote Necessary: A majority

Sections: [2-8]

Intent: To create a timeline for all updates to public documents on the ASMSU website.

Section 2-8  Senate Speaker

A. Duties
1. The Senate Speaker shall:
   i. Preside over all Senate personnel matters, including senator vacancies;
   ii. Ensure that all senators are carrying out their duties, including office hours;
   iii. Ensure the general fairness of Senate;
   iv. Provide legislative assistance to senators;
   v. Serve as the primary spokesperson for the Senate outside ASMSU;
   vi. Coordinate efforts to maintain the Senate website;
   vii. Update the Senate Handbook over the summer for the upcoming session;
   viii. Conduct a mandatory orientation session for all new senators before the first Senate meeting of the fall semester;
   ix. Appoint Senate liaisons to all ASMSU programs;
   x. Hold a minimum of 7 office hours during regular business hours and outside of meetings;
   xi. Convene and chair the Senate meetings in fairness and good faith, maintain order and enforcing decorum;
   xii. Chair the Senate Judiciary Committee
   xiii. Establish the agenda for each Senate meeting;
   xiv. Integrate bills passed by Senate into the Bylaws;
   xv. Distribute resolutions passed by Senate to appropriate recipients;
   xvi. Maintain an archive of all Senate documents, including bills, resolutions, minutes, and senator contact information that may be accessed by all members of ASMSU.
   xvii. Notify all Senators of meetings and other relevant information;
   xviii. Update the ASMSU website to include the most current revisions of the Constitution and Bylaws, most current agendas, and all meeting minutes within one week of approved revision.
   xix. Serve as a member of the Administrative Council;
   xx. Prepare and deliver a weekly report to the Senate;
xxi. Meet with each senator to discuss responsibilities and evaluate performance as needed;
xxii. Conduct goal-setting sessions with senators during Senate orientation and continually as needed; and
xxiii. Chair the Budget Oversight Committee.

ABSENT
Delker