

75th Senate



S.R. 29B

Fall Session

Bill Type: Bylaws Change

A Bill To Expand The Office of Senate Leadership

A bill, brought by **Senator Dan Siddiqui**, joined by **Senator Alexa Butler** to expand the recently created Office of Senate Leadership by adding four more staff members to provide more support for future Senate President Pro-Tempore's to function at the best of their abilities.

***Whereas**, the First and Second Senate President Pro-Tempore's are responsible for overseeing Senate functions and constitutional duties, promoting collaboration across committees and providing guidance to the Association; and,*

***Whereas**, the First President Pro-Tempore must formulate the Senate budget packet and follow up on all Action Items as outlined in Section 3(B) of the AS Legal Code; and,*

***Whereas**, the First and Second Senate President Pro-Tempore's must fulfill both their temporal duties and the responsibilities of all Senators as defined in Article VI, Section 2 of the AS Legal Code; and,*

***Whereas**, the First and Second Senate President Pro-Tempore's have a workload that is almost as great if not the same as all five Executive Officers but are not given nearly the same amount of support; and,*

***Whereas**, many other UC Student Governments including [UC Berkeley's ASUC](#) provide staff members to all their senators; and,*

***Whereas**, the 74'th Senate's Senate Leadership began to address this problem by introducing [A Bill to Form a Senate Staff](#); and,*

Whereas, this bill introduced Head of Staff positions for each President Pro-Tempore but no additional staff members; and,

Whereas, the combined responsibilities of Pro-Tempore duties and standard Senate obligations necessitate additional staff support to ensure effective management of their roles; and,

*Therefore, be it enacted by Associated Students in the 75th Senate assembled, the following clauses will go into effect in the Bylaws of the AS Legal Code under **Article VI—Legislative Branch, Senate, subarticle “Senate Staff”**:*

A) Charge of the Senate Staff:

1) The Senate Staff serve to increase the effectiveness of the Senate in enacting wise policy, positively representing the Association, and conducting detailed due diligence. The Senate Staff provide special assistance in particular to the Senate Leadership in their conduct of Senate Business.

B) Direction of the Senate Staff

1) The Senate Staff complete their duties at the direction of their respective ~~Chief~~ **Head** of Staff. ~~Chief Heads~~ of Staff receive their direction from their respective President Pro-Tempore. The Senate may direct the Senate Staff by resolution, overriding these typical orders of direction.

C) First President Pro-Tempore ~~Chief~~ **Head** of Staff

1) The First President Pro-Tempore ~~Chief~~ **Head** of Staff serves as the principal administrative officer of the First President Pro-Tempore, through the delegation and direction of the same. The ~~Chief~~ **Head** of Staff is responsible for organizing and operating the Office of the First President Pro-Tempore.

2) The ~~Chief~~ **Head** of Staff is the foremost representative of the President Pro-Tempore. The ~~Chief~~ **Head** of Staff represents the President Pro-Tempore at meetings, through email, text messages, and telephone calls, and through all other modes of official communication.

3) The ~~Chief~~ **Head** of Staff may be delegated administrative, operational, management, or other non-legislative tasks by the President Pro-Tempore.

4) The First President Pro-Tempore ~~Chief~~ **Head** of Staff will conduct a peer evaluation of the Second President Pro-Tempore ~~Chief~~ **Head** of Staff on a quarterly basis; providing in writing at least one positive and one

constructive piece of feedback. They will cooperate with their corresponding peer evaluation by the Second President Pro-Tempore ~~Chief~~ Head of Staff.

5) The ~~Chief~~ Head of Staff will direct, manage, and oversee—under the guidance of the President Pro Tempore—the First President Pro-Tempore staff, if applicable.

D) Second President Pro-Tempore ~~Chief~~ Head of Staff

1) All duties, responsibilities, restrictions, honoraria, and other legal code attributes of the Second President Pro-Tempore ~~Chief~~ Head of Staff are identical to those of the First President Pro-Tempore ~~Chief~~ Head of Staff, with the exception that the former follows the direction of—and represents—the Second President Pro-Tempore.

2) The Second President Pro-Tempore ~~Chief~~ Head of Staff will conduct a peer evaluation of the First President Pro-Tempore ~~Chief~~ Head of Staff on a quarterly basis; providing in writing at least one positive and one constructive piece of feedback. They will cooperate with their corresponding peer evaluation by the First President Pro-Tempore ~~Chief~~ Head of Staff.

E) First President Pro-Tempore Senior Advisor

1) The First President Pro-Tempore Senior Advisor shall be responsible for conducting research on topics of interest to the Pro-Tempore, including ASUCSB, UCSB, Isla Vista/Local Government, and UC-wide policy issues.

2) Shall assist the Pro-Tempore in curating statements to the larger UCSB community, provide advice on policy and operational issues, and attend as many meetings alongside the Pro-Tempore at the latter's discretion to serve as a notetaker and consultant.

3) They shall also be the primary point of contact for the Pro-Tempore regarding all financial matters including drafting the budget packet of the senate, working with relevant offices to track AS passthrough lock-in fees, and assisting with the Senate's role in the yearly ASUCSB fiscal budget process.

F) Second President Pro-Tempore Senior Advisor

1) All duties, responsibilities, restrictions, honoraria, and other legal code attributes of the Second President Pro-Tempore Senior Advisor are identical to those of the First President Pro-Tempore Senior Advisor, with the exception that the former follows the direction of—and represents—the Second President Pro-Tempore.

G) First President Pro-Tempore Constituent Services Liaison

- 1) The First President Pro-Tempore Constituent Services Liaison shall be responsible for completing all the position-specific duties of the constituency (Off-Campus, On-Campus, Letters & Science, Engineering, Off-Campus University Owned, Transfer, International, or CCS) of the Pro-Tempore.
- 2) They shall keep the Pro-Tempore informed of relevant issues in the senator's constituency and directly engage with students in their constituency via canvassing, tabling, and other methods of outreach.

H) Second President Pro-Tempore Constituent Services Liaison

- 1) All duties, responsibilities, restrictions, honoraria, and other legal code attributes of the Second President Pro-Tempore Constituent Services Liaison are identical to those of the First President Pro-Tempore Constituent Services Liaison, with the exception that the former follows the direction of—and represents—the Second President Pro-Tempore.

I) First President Pro-Tempore Project Specialist

- 1) The First President Pro-Tempore Project Specialist shall conduct research and undertake all “hands-on” work (canvassing, tabling, field research, etc) on each High-Impact Project (HIP), Senate Group Project, or other project-related ventures the Pro-Tempore participates in.
- 2) They shall also be in charge of regularly reaching out to Boards, Commissions, and Units (BCUs), Executive Offices, Registered Campus Organizations (RCOs), Campus Departments, and local organizations in Isla Vista to identify HIP and Group Project opportunities for the Pro-Tempore.

J) Second President Pro-Tempore Project Specialist

- 1) All duties, responsibilities, restrictions, honoraria, and other legal code attributes of the Second President Pro-Tempore Project Specialist are identical to those of the First President Pro-Tempore Project Specialist, with the exception that the former follows the direction of—and represents—the Second President Pro-Tempore.

K) First President Pro-Tempore Outreach & Media Coordinator

- 1) The First President Pro-Tempore Outreach & Media Coordinator shall be solely responsible for running all social media accounts of the Pro-Tempore and maintaining a positive image for the senator, posting content periodically throughout the year at the discretion of Pro-Tempore.

- 2) Shall be responsible for communicating with Registered Campus Organizations (RCOs), campus departments, and local organizations in Isla Vista on behalf of the Pro-Tempore, and for keeping the Pro-Tempore updated on relevant events and developments on campus and in the Isla Vista community.

L) Second President Pro-Tempore Outreach & Media Coordinator

- 1) All duties, responsibilities, restrictions, honoraria, and other legal code attributes of the Second President Pro-Tempore Outreach & Media Coordinator are identical to those of the First President Pro-Tempore Outreach & Media Coordinator, with the exception that the former follows the direction of—and represents—the Second President Pro-Tempore.