

ASSOCIATED STUDENTS OF  
IDAHO STATE UNIVERSITY  
STUDENT SENATE  
SESSION LXV TERM I

IN THE SENATE  
BILL 623  
BY

SILAS SMITH, COLLEGE OF EDUCATION

SPONSORED BY

DENIS ARTURO VARGAS BARVOSA, COLLEGE OF ARTS AND LETTERS

*Bill 623 serves the purpose of amending the ASISU Officer Duties and Responsibilities Rule Book for the Director of Finance removal of Director of Sustainability.*

## **ASISU Officer Duties and Responsibilities Rule Book**

### **Section 3—Duties & Responsibilities of Members of the Executive Cabinet**

- A. President
- B. Vice President
- C. Idaho Falls Vice President D. Meridian Vice President E. Twin Falls Vice President

### **Section 1—Officer Expectations**

- F. Director of Finance
- G. Director of Public Relations
- H. Director of Community Relations

~~I. Director of Sustainability~~

⌚. I. Director of Academic Affairs

~~K.~~ J. Director of Student Affairs

### **Director of Finance**

- A. Maintain a minimum 2.0 GPA and 12 credit hours.
- B. Attend the ASISU Retreat before the Fall Semester.
- C. Read and understand the ASISU Constitution, Bylaws, Senate Rule Book, Executive

Cabinet Rule Book, Election Code, and Parliamentary Procedure.

D. Wear orange and black or Bengal gear every Wednesday.

E. Attend weekly Executive Cabinet meetings.

F. Chair all ASISU Finance Committee meetings and oversee the annual budget process.

~~G. Attend weekly Senate meetings.~~

~~H.~~-G. Complete the creation of ASISU's Budget Book and Club Funding Budget.

~~I.~~-H. Work up to 15 hours each week to conduct ASISU financial business.

~~J.~~-I. Publicize and promote line item resources and services to students.

~~K.~~-J. Notify student organizations and clubs of financial Bylaw amendments.

~~L.~~-K. Assist student clubs and organizations and individual funding requests through Benny's Funding form.

~~M.~~-L. Help assist the Student Leadership and Engagement Center's Club Funding

Workshops.

~~N.~~-M. Monitor club incentive points and present a report at the end of each semester for the

Senate to approve.

~~O.~~-N. Work with the Financial Technician to update the sub account budgets when funds are

used by the Senate or Executive Cabinet.

~~P.~~-O. Present monthly financial budget reports to the Senate.

~~Q.~~-P. Complete monthly checklists and return, along with committee checklists, to the

Secretary.

~~R.~~-Q. Delegate financial committee needs to Finance Committee members as

deemed necessary.

~~S.~~-R. Attend the ASISU End-of-the-Year Banquet.

~~T.~~-S. Be responsible for other financial matters assigned by the President, Senate Finance

Committee, or the Senate.

~~U.~~-T. Exercise all other responsibilities defined within the Constitution, Bylaws, and Election

Code.

~~V.~~-U. Help serve in the appointment and training of the next year's Director of Finance.

## **Director of Sustainability**

- ~~A. Maintain a minimum 2.0 GPA and 12 credit hours.~~
- ~~B. Attend the ASISU Retreat before the Fall Semester.~~
- ~~C. Read and understand the ASISU Constitution, Bylaws, Senate Rule Book, Executive Cabinet Rule Book, Election Code, and Parliamentary Procedure.~~
- ~~D. Wear orange and black or Bengal gear every Wednesday.~~
- ~~E. Attend weekly Executive Cabinet meetings.~~
- ~~F. Serve a minimum of two (2) office hours each week.~~
- ~~G. Complete monthly checklists and return to the Secretary.~~
- ~~H. Publicize and promote resources and services that ASISU offers to students.~~
- ~~I. Help execute student-led projects.~~
- ~~J. Develop and implement a Bengal Sustainability Statement to encourage sustainable and eco-friendly activity on campus following approval of the Senate.~~
- ~~K. Work the ASISU-funded newspaper, ASISU-funded radio, and Office of Marketing and Communications to publicize current events and activities.~~
- ~~L. Partner with the Sustainability Club to help assist with Executive decisions.~~
- ~~M. Collaborate with students and staff and encourage the university President's public commitment to an agreement or pledge.~~
- ~~N. Exercise all other responsibilities defined within the Constitution, Bylaws, Rule Books, and Election Code.~~
- ~~O. Help serve in the appointment of and training for next year's Director of Sustainability.~~

## **ASISU EXECUTIVE CABINET RULE BOOK**

### **ARTICLE II-EXECUTIVE CABINET MEETINGS**

#### **Section 2-Agenda**

~~J. Director of Sustainability~~

K. J. Director of Academic Affairs

↳ K. Director of Student Affairs

↳ L. Election Commissioner

## ARTICLE III—EXECUTIVE CABINET BOARDS

### Section 1—Student Advocacy Board

The purpose of the Student Advocacy Board is to identify and meet students' educational needs by fostering collaboration and diplomatic efforts. The Student Advocacy Board will be composed of the Director of Academic Affairs, and Director of Student Affairs, ~~and Director of Sustainability~~

DATE OF FIRST INTRODUCTION: September 24th, 2025

SENATE ACTION: Approved DATE: 10/15/2025

ASISU PRESIDENT: Sky Halter DATE: 11/24/2025

ASISU SECRETARY: Eliana Madison DATE: 11/24/2025