

3 **Legislative Action:**

4 Introduced by: President Pro Tempore R. Romero-Salas (A)(S)(E), Senator M. Chessman
5 (A)(S)(E), Vice President K. Pacheco (A)(E)

6
7 1st Reading: November 16, 2022 _____

Referred To: Steering & Rules _____

8 2nd Reading: _____

Committee Action: 4-0-0-0

9 3rd Reading: _____

Senate Action: _____

10
11 **Executive Action:**

12 ☐ Approved ☐ Vetoed

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14
15 _____
ASUNM President

_____ Date

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17 Unsigned by the President on this ____ day of _____ 2022. Bill automatically becomes law.

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19 **Legislative Response:**

20 Veto override vote taken: _____ Senate Action: _____

21
22 Be it enacted by the Associated Students of the University of New Mexico that the following be
23 amended in *(Executive Code)* of the ASUNM *(Lawbook)*:
24

25 **EXECUTIVE CODE**26 **Article I: Officers of the Executive Branch**27
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29 **Section 3. Duties of the President**

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31 The President of ASUNM has many duties that encompass all three branches of government.
32 The President's duties are outlined in the following sections. The President's duties include
33 but are not limited to those listed below.

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35 **A. Executive Duties**

36 1. The President will be responsible for making appointments to various
37 positions throughout the government during their term.

38 a. These appointments include but are not limited to:

i. The non-elected Executive Cabinet (as outlined in the ASUNM Constitution Article III, Section 4).

ii. Other University agencies, boards, committees, and commissions who may solicit appointees from ASUNM, except Senate Standing and University Committees requiring Senate representatives.

b. The membership terms of representatives to non-ASUNM Agencies, Boards, Committees, and Commissions shall be determined by the convening authority.

c. The President shall advertise for all available positions.

i. All positions will be advertised at least once during the summer session and then at least once prior to the end of the spring semester.

ii. All appointed positions will be advertised within five (5) days of a resignation or termination.

d. The President will be responsible for obtaining authorization from each presidential appointee to permit the verification of their eligibility (as outlined in the ASUNM Constitution) to hold any appointed positions. These authorizations must be submitted to the Dean of Students' office for approval within five (5) days of the appointment.

e. The President may not hire positions that are not legally outlined in the ASUNM Lawbook.

~~e. The President, only with the approval of the Spring President Pro Tempore, shall be empowered to hire or appoint for the following positions starting on the first day of the new session: Chief of Staff, Director of Communications, Chief Justice, Director of Diversity, Equity, and Inclusion, and Attorney General.~~

~~1. If the Spring President Pro Tempore doesn't approve of an appointment, refer to Article II, section 11 of the Legislative Code.~~

~~G. The President can interview for the remaining positions but not limited to: All ASUNM Executive Directors, Deputy Chief of Staff, Deputy Director of Communications, Boards and Committees Coordinator, and any other positions needed to assist the President in the entirety of their duties.~~

~~1. All of the appointments can be hired only if the Fall President Pro Tempore approves of the candidate.~~

~~2. If the Fall President Pro Tempore doesn't approve of a candidate, refer to Article II, section 10 of the Legislative Code.~~

~~H. An appointee is considered interim until approved by the President Pro Tempore. If the President Pro Tempore neither accepts or rejects an appointment after ten (10) days the appointee shall be fully approved.~~

~~I. All stipend Presidential appointments may be removed by the ASUNM President for failure to fulfill their duties and responsibilities.~~

~~J. All salaried Presidential appointments may be removed in accordance with the University of New Mexico Student Employment protocols.~~

2. The President shall be responsible for reaching out to all colleges, resource centers, and student life sectors to ensure that there is one (1) representative willing to serve on the Joint Council by the first meeting.
3. The President of ASUNM, in conjunction with the Vice President of ASUNM and the President Pro Tempore, will be responsible for outreach to students at a minimum of once a month through an e-mail message to all university undergraduates.

- a. The e-mail message will include important information regarding ASUNM initiatives and events, student issues, and upcoming ASUNM plans that promote knowledge and education on undergraduate subjects.

b. The President shall work with the Vice President and President Pro Tempore, who will include a report to the president concerning legislative matters that will be incorporated into the content of the e-mail message.

c. The President, the Vice President, and the President Pro Tempore shall agree on the content prior to making the e-mail message public.

4. The President shall serve as a member of the Scholarship Committee.

B. Executive Cabinet Duties

1. The President will convene the members of the Executive Cabinet individually or as a group at least twice per semester to discuss the President and/or other officers upcoming plans and other business that is deemed necessary.

2. Office hours will be held by all non-elected members of the Executive Cabinet as assigned by the President.

3. The tenure of all appointments shall not exceed the term of the office of the appointing President, unless otherwise designated by the ASUNM Constitution or Law Book.

4. The President is empowered to appoint assistants as may be required for the efficient operation of the government.

C. Legislative Duties

1. The President is responsible for the execution and administration of the laws of the Associated Students of the University of New Mexico.

2. The President will have the authority to veto any bill(s) passed by the Senate.

a. Any veto must be reported by the President to the Vice President and the seated Senate within one (1) day of the veto being issued.

3. Executive orders issued by the President will stand as law for the term of the President issuing the order. Executive orders may be overturned by an order of the Student Court.

4. In the case of a Joint Resolution, endorse and handle the Resolution according to the guidelines set forth in the Legislative Code, Article VIII.

D. Judicial Duties

1. The President will be responsible for the appointment of Student Court Justices as per the ASUNM Constitution Article IV, Section 2, B.

Section 6. Duties of the Director of Communication

1. The Director of Communication will be responsible for:

1. Assisting the President, Vice President, and Student Service Agencies with marketing, advertising, and public relations;
2. Attending all Outreach and Events Committee meetings as an ex-officio, nonvoting member, excluding discussion of appointment confirmations;
3. Maintaining the ASUNM website and the presence of ASUNM on social media platforms;
4. Acting as a liaison for communication for Officers of the Executive Cabinet;
5. All duties of the Director of Communication must adhere to and conform with University requirements for electronic sites.

2. A Deputy Director of Communication may be appointed by the Director of Communication to help with the aforementioned duties. ~~The Deputy Director of Communication may only be removed from office by the Director of Communication or the President.~~

158 Section 7. Duties of the Director of Diversity, Equity, and Inclusion

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- 160 1. The Director of Diversity, Equity, and Inclusion will be responsible for:
- 161 1. Providing guidance and focus on inclusion in the hiring and appointment
- 162 processes and practices of ASUNM positions; and
- 163 2. Providing guidance to the Executive, Judicial, and Legislative branches on
- 164 inclusivity initiatives, innovations, and representation; and
- 165 3. Working with the Division of Equity and Inclusion and UNM Resource and
- 166 Ethnic Centers to ensure ASUNM events, scholarships, correspondence, and
- 167 governing documents are inclusive to all students; and
- 168 4. Regularly reporting to and attending, Joint Council meetings; and
- 169 5. Arranging regular training opportunities in diverse subject matter for
- 170 employees and elected members of ASUNM; and
- 171 6. Providing guidance and making recommendations to the Executive Office on
- 172 reports delivered to agencies, boards, committees, and commissions on which
- 173 the President is an advisory, non voting member.
- 174 7. The Director of Diversity, Equity, and Inclusion shall serve as a member of the
- 175 Scholarship Committee.
- 176 2. The Director of Diversity, Equity, and Inclusion shall serve as Chair of Joint Council.
- 177 1. Responsibilities include but are not limited to
- 178 a. Being knowledgeable of all Senate business to be
- 179 discussed at Joint Council.
- 180 1. Work with the ASUNM President and ASUNM Vice President
- 181 before meetings to ensure accuracy regarding agenda items.
- 182 2. Give a report about the Senatorial discussion and action which
- 183 occurred at the most recent Full Senate Meeting.
- 184 2. If the Director of Diversity, Equity, and Inclusion is unable to attend a
- 185 Joint Council meeting, the President shall be Chair for that meeting.
- 186 3. Attend every Full Senate meeting, unless excused by the President.
- 187 3. The Director of Diversity, Equity, and Inclusion is appointed by the President to help
- 188 with the aforementioned duties. It is recommended that The Director of Diversity,
- 189 Equity, and Inclusion is the first member of the Executive Office hired in order to
- 190 provide oversight for the remaining positions in the Executive Office during the hiring
- 191 process. The Director of Diversity, Equity, and Inclusion may only be removed from
- 192 office by the President.
- 193 **4. The Director of Diversity, Equity, and Inclusion shall have the authority to**
- 194 **approve all Presidential appointment, in conjunction with the President Pro**
- 195 **Tempore.**
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197 Section 8. Duties of the President Elect

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- 199 1. The President Elect will be empowered to make recommendations and provide
- 200 guidance to the ASUNM President concerning the following, in line with intentions for
- 201 their future term:
- 202 1. Advertisements for Executive Director and Executive Cabinet positions for
- 203 which they will make appointments;
- 204 1. The President Elect may review application submissions and schedule
- 205 interviews to review applicant material as they deem necessary.
- 206 2. Reports delivered to agencies, boards, committees, and commissions on which
- 207 the President is an advisory, non-voting member;
- 208 3. The use of ASUNM space and resources for purposes including, but not limited
- 209 to organizing forums, scheduling meetings and interviews, and planning
- 210 communication material
- 211 2. The President Elect is encouraged to observe any process by which any other duties
- 212 and/or responsibilities of the President are performed, and which the President deems
- 213 necessary or beneficial for the President Elect.
- 214 3. The President Elect will at no time be empowered to perform duties above and beyond
- 215 making recommendations and providing guidance concerning the intentions of their
- 216 future term.
- 217 ~~4. The President Elect can hold interviews and select candidates for these positions once~~
- 218 ~~the election is certified: Chief of Staff, Director of Communications, Chief Justice,~~
- 219 ~~Director of Diversity, Equity, and Inclusion, and Attorney General.~~

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