

**Constitution of Western Washington University Associated Students**

**September 2018**

**Preamble**

We, the students of Western Washington University, have the right and responsibility to achieve a system of shared governance. For this purpose, student governance shall, (1) represent student interests and opinions to the University Administration, the Board of Trustees, and appropriate governmental agencies, (2) support student success in their academic endeavors, (3) provide co-curricular activities and student services, (4) foster students' rights and responsibilities, (5) promote the general welfare of students, and (6) establish channels of communication within the University. This association shall be known as the Associated Students of Western Washington University, hereinafter called the ASWWU.

**ARTICLE I. Membership**

1. Qualification: The membership of the ASWWU shall consist of those persons who are currently enrolled, degree-seeking students at Western Washington University.
2. Assignment of Rights of Membership: No rights or privileges of membership in the ASWWU, including that of the right to vote, shall be assignable by any member. Each member shall have one (1) vote at a meeting of the whole members.

**ARTICLE II. ASWWU Executive**

1. Charge: The ASWWU Executive shall work to meet the needs and concerns of students, with an emphasis on representing student interests to the University Administration, the Board of Trustees, and appropriate governmental agencies.
2. The ASWWU Executive Board
  - 2.1. The ASWWU membership shall elect an Executive Board to a one (1) year term, each academic year.
    - 2.1.1. The functions of the ASWWU Executive Board shall be included in the ASWWU Executive Bylaws.
    - 2.1.2. The ASWWU Executive Board shall include the ASWWU President, the Vice President for Diversity, the Vice President for Governmental Affairs, the Vice President for Student Services, and the Vice President for Sustainability.
  - 2.2. The Executive Board shall:
    - 2.2.1. Serve as the representatives of the ASWWU to University Administration, the Board of Trustees, local, state, and federal agencies, and other entities as necessary.
    - 2.2.2. Make every effort to encourage student involvement in the development of university policies.
    - 2.2.3. Consult with and report to any university bodies on matters of concern to students.
    - 2.2.4. Be aware of university actions concerning students.

- 2.2.5. Inform the university community of actions taken by the ASWWU.
3. Granted Authorities: The ASWWU Executive Board shall be granted the authority to fulfill its charge and within the provisions set forth herein to act in any University-related matter while adhering to University regulations, policies, and procedures. The ASWWU Executive shall have the authority:
- 3.1. To administer and appropriate monies allocated to the ASWWU Executive by the Services and Activities Fee Committee to ensure continuous, safe, and efficient operations.
  - 3.2. To be provided by the University Administration all information pertaining to the usage of student fee dollars.
  - 3.3. To employ student staff in a manner consistent with the articles, regulations, policies and procedures of the University and which allow for the efficient and effective operations of the ASWWU Executive.
  - 3.4. To obtain and review information made available on the affairs of the University.
  - 3.5. To be included in the development of recommendations for the allocation of University funds.
  - 3.6. To appoint student representatives to standing University committees, and other bodies upon request, except those academically based committees, which shall be appointed by the ASWWU Senate.
  - 3.7. To be consulted with and be given reasonable opportunity to provide recommendations regarding any increases and renewals of all mandatory and voluntary student fees.
  - 3.8. To have a majority of student voting membership on fee committees overseeing mandatory and voluntary student fees with exception to the operating and building fees.
  - 3.9. To reserve the right to have a student chair, in consultation with the University President or designee, on all committees overseeing and appropriating mandatory and voluntary student fee dollars with exception to the operating and building fees.

### **ARTICLE III. ASWWU Senate**

1. Charge: The ASWWU Senate shall act as the liaison between the Associated Students and the Academic Affairs division of the University. The ASWWU Senate seeks to increase student awareness and involvement in the academic affairs of the university and represents students through positions on various academic committees.
2. ASWWU Senators:
  - 2.1. The ASWWU membership shall elect Senators from their corresponding colleges, for one (1) year terms, each academic year. Each college, including general and undeclared studies together, shall be allotted a minimum of two (2) Senators and a maximum of five (5)

- 2.1.1. Senate membership shall be based on the total percentage of students in that college.
- 2.1.2. A minimum of two (2) Senators shall be allotted for all colleges with 5% or less of the student population. This shall be the base.
- 2.1.3. For every 5% increase above the base, colleges shall be allotted one (1) additional Senator.
- 2.1.4. For allotment purposes, percentages shall be rounded to the nearest 5%.
- 2.1.5. Students may vote for Senators in all colleges that they are enrolled in.
- 2.2. The ASWWU Senate shall be led by a Senate Chair.
  - 2.2.1. The membership of ASWWU shall elect the Senate Chair to serve a one (1) year term, each academic year.
  - 2.2.2. The Chair can be a student in any college, including general and undeclared studies.
  - 2.2.3. The Chair will not count towards their colleges' allotment of Senators.
- 2.3. Granted Authorities: The ASWWU Senate shall be granted the authority to fulfill its charge within the provisions set forth herein and to act in any University-related matter while adhering to University regulations, policies, and procedures. The ASWWU Senate shall have the authority:
  - 2.3.1. To administer and appropriate monies allocated to the ASWWU Senate by the Services and Activities Fee Committee to ensure continuous, safe, and efficient operations.
  - 2.3.2. To be provided by the University Administration all information pertaining to the usage of student fee dollars.
  - 2.3.3. To employ student staff in a manner consistent with the articles, regulations, policies and procedures of the University and which allow for the efficient and effective operations of the ASWWU Senate.
  - 2.3.4. To be included in the development of recommendations for the allocation of University funds in academic affairs.
  - 2.3.5. To be consulted with and be given reasonable opportunity to provide recommendations regarding any increases and renewals of all mandatory and voluntary student fees related to academic affairs.
  - 2.3.6. To sit on standing and ad hoc University committees, and other bodies upon request.
  - 2.3.7. To appoint student representatives to standing academic University committees, and other bodies upon request.
  - 2.3.8. To consult with, and make recommendations to, the ASWWU Executive Board on academic advocacy efforts.

#### **ARTICLE IV: ASWWU Program Council**

1. Charge: The ASWWU Program Council shall provide guidance, direction, and vision for co-curricular programs, student activities, and services under the auspices of the ASWWU Program Council and the Viking Union.

2. ASWWU Programing Council Members:

- 2.1. Every department, including facilities based offices shall be given the opportunity to be allotted (1) seat on the council, to be filled by the office director or designee.
- 2.2. The Chair of the ASWWU Program Council is to be elected by the members of the ASWWU for a one (1) year term, each academic year.
- 2.3. The person hired as the coordinator of diversity and inclusion efforts within the ASWWU Program Council shall serve as the Vice Chair of the ASWWU Program Council.

3. Granted Authorities: The ASWWU Program Council shall be granted the authority to

fulfill its charge within the provisions set forth herein and to act in any University-related matter while adhering to University regulations, policies, and procedures. The ASWWU Program Council shall have the authority:

- 3.1. To administer and appropriate monies allocated to the ASWWU Program Council by the Services and Activities Fee Committee to ensure continuous, safe, and efficient operations.
- 3.2. To be provided by the University Administration all information pertaining to the usage of student fee dollars.
- 3.3. To employ student staff in a manner consistent with the articles, regulations, policies and procedures of the University and which allow for the efficient and effective operations of the ASWWU Program Council.
- 3.4. To establish policies and procedures concerning the operations of the AS Bookstore, Viking Union, Lakewood, and any other facilities or services provided by the ASWWU Program Council for the university community.
- 3.5. To establish policies and coordinate a wide range of student activities, programs, and organizations. Distribute available programming monies according to guidelines developed by the ASWWU Program Council.
- 3.6. To establish policies and procedure concerning the operations of the programming offices and services provided by the ASWWU Program Council for the university community.
- 3.7. To establish any standing or ad hoc committees in order to fulfill the listed responsibilities and, to appoint student representatives to those committees.

**ARTICLE V: Centralized Services**

1. Definition: Services utilized in common by the above-named branches shall be referred to as Centralized Services, which shall primarily have operational, financial, and personnel functions, among others.
2. Responsibility: No one branch shall have sole authority over these services. All shall retain the right to have voting power on each centralized service.
3. Appeals: Decisions made by centralized services can be appealed to a combined board, consisting of the ASWWU Executive Board, the Senate Chair, and the chair of the ASWWU Program Council.

## **ARTICLE VI: Bylaws and Constitutional Amendments**

1. Bylaws: The ASWWU Executive, the ASWWU Senate, and the ASWWU Program Council shall each have the authority to adopt and amend bylaws by a majority vote of approval from all three branches. This shall be done for the purpose of governing their respective branches and structure, in a manner consistent with this constitution and the policies, regulations, and procedures of the University.
2. Constitutional Amendments: All amendments to this constitution must be approved by a majority vote of the ASWWU membership, and will be presented to the WWU Board of Trustees for ratification.
3. Abolishment: The ASWWU may only be abolished by a two-thirds vote of the votes cast by the membership of ASWWU. In such case, the powers given herein become null and void.