



Associated Students of Western Washington University

Legislative Affairs Council

Legislative Affairs Council Rules of Operation

These rules of operation are in effect until the first business meeting of the 2011-2012 academic year, when Legislative Affairs Council may decide to keep or modify them.

I. Charge:

Legislative Affairs Council will actively seek to:

- Advocate for students' interests, and progressively alter the current position of underrepresented students and all students striving to obtain a higher education.
- Empower student participation and civic engagement in the political process.
- Create, review, and Propose the Legislative and Federal Agenda to the Associated Students of Western Washington University (ASWWU) Board of Directors, as well as submit recommendations to the Washington Student Association (WSA) regarding the statewide legislative agenda.
- Establish contact with all appropriate elected officials, for the purpose of communicating student concerns and obtaining information regarding student issues to disseminate to the student body.
- Formulate policy positions concerning the impact of legislative activities, community governance and relations, national affairs and external matters to WWU students, Washington State higher education institutions, and the overall state of higher education.
- Manage the operations of the Legislative Action Fund and appropriate funding to more directly represent WWU students in legislative matters.

II. Membership

The Legislative Affairs Council will consist of the AS VP for Governmental Affairs (Chair), AS Legislative Liaison (Non- Voting), 6 students at-Large, as appointed by the AS board of Directors (more at large students may be appointed by the AS Board of Directors), one Student Senate Representative and one Western Votes Representative.

1. Voting Rights:

- i.** All members have the right to vote unless there is a clear personal conflict of interest, such as a voting member benefiting from or being a sponsor of a funding request from the Legislative Action Fund. Council Members whose voting privileges have been suspended due to attendance matters must have that privilege reinstated by a majority vote of the Council. Council members must be present to vote as proxy votes are not allowed.

2. Removal and Suspension:

- i.** If a council member is unable to serve for an academic quarter or longer, their voting rights will be suspended from the Council by the VP for Governmental Affairs pending a majority vote of reinstatement by the



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council. All council members who are unable to serve on the Council must notify the VP for Governmental Affairs so that a replacement may be found.

III. Member Responsibilities

1. AS Vice President for Governmental Affairs:
 - a. Charged with chairing all Legislative Affairs Council meetings.
 - b. Must make initial recommendations to the Council regarding the legislative agenda.
 - c. Must provide the Council with accurate legislative information to make informed decisions about the legislative agenda.
 - d. Must keep Council members up to date about ongoing legislative activities.
 - e. Act as Budget Authority for the Legislative Action Fund.
2. AS Legislative Liaison
 - a. Acts in an advisory role, reporting legislative facts and issues.
 - b. Must provide legislative updates when necessary.
 - c. Must keep Council members up to date about ongoing legislative activities.
3. Student-at- large
 - a. Consistently attend LAC meetings.
 - i. If a member is absent from three meetings throughout the academic year, without contacting the VP for Governmental Affairs (at least four hours prior to the meeting) will have their voting rights suspended.
 - b. Provide feedback and input regarding legislative issues.
 - c. Represent the student perspective and their respective backgrounds.
 - d. Complete all outside committee work listed on agenda and attend meetings having prepared for discussion on agenda topics
4. Student Senate Representative
 - a. Act as a liaison between ASWWU Student Senate and the Legislative Affairs Council.
 - b. Update the ASWWU Student Senate on Council activities.
 - c. Bring feedback from the ASWWU Student Senate to the Council.
5. Western Votes Representative
 - a. Act as a liaison between ASWWU Western Votes and the Legislative Affairs Council.
 - b. Update LAC on Western Votes activities.
 - c. Bring feedback to LAC from Western Votes.

IV. Powers and Voting

The Legislative Affairs Council has authority over the Legislative Action Fund and its appropriation. A majority of the Council's seated membership is required to make funding decisions and policy recommendations. All policy recommendations agreed upon in the Council will be presented to the AS Board of Directors for consideration by the AS VP for Governmental Affairs or a council member. Policy recommendations are not official positions of the Associated Students of Western Washington University until adopted by the Board of Directors.



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V. Appropriation of Legislative Action Fund

Requests for appropriation must be submitted to the AS VP for Governmental Affairs a minimum of three (3) business days in advance before the request may be presented as an information item to the Council. Requests for appropriation must be reviewed as an information item the first week, any subsequent action is up to the discretion of council members.

In order for a proposal to be considered by the Council, a representative must present and answer any questions from Councilmembers. After a proposal is approved the AS VP for Governmental Affairs must make the appropriate budgetary transactions.

VI. Review and Amendments

These rules of operations will be reviewed annually and may be amended or temporarily suspended by a 2/3 majority vote of the Legislative Affairs Council. The Legislative Affairs Council Charge and Charter supersede these rules of operation.