

Associated Students of Western Washington University Student Senate

Review of Discrimination Complaint Procedure Committee

March 2019

I. Charge

The purpose of the AS Senate Review of Discrimination Complaint Procedure Committee, hereafter referred to as committee, is to go over Western Washington University's existing Discrimination Complaint Procedure (PRO-U1600.02A) to ensure that the procedure adequately protects the students and community of WWU from discrimination/harassment by:

- Reviewing the procedure at WWU and comparing to models at other Universities
- Discussing the procedure with all relevant authorities at WWU
- Drafting proposed changes to the procedure as needed and communicating the need for these changes to all relevant authorities

II. Membership

Refer to Section III.a for assignment of membership

Chair; AS Senator of Huxley, Maya Noesen

Vice-Chair; AS Senator of Woodring, Nicole Wood

1-3 AS Senators

III. Chair

The Chairperson shall convene the meetings, approve agendas, preside at all meetings, supply the minutes, and manage campus outreach for the committee. The Vice-Chair shall fulfill these responsibilities when the Chair is unable,

- a. Designation of Membership: The Chair and Vice-Chair shall be voted upon by the whole AS Student Senate. The chosen Chair will then allow a week for fellow Senators to apply to the committee, after the week has passed, the Chair and Vice-Chair will designate the remaining membership, choosing Senators from amongst the different colleges where possible. Additional membership from outside of the Student Senate may be approved by a majority vote of the AS Student Senate.

IV. Meetings

Meetings shall be called for by the Chair. The committee should meet, at-minimum, once a month. Meetings may be called with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with the support of at least twenty-five percent (25%) of the seated, voting membership.

V. Voting

In order for a motion to pass, it must obtain a majority of the legal votes cast. An abstention shall not count as a legal vote cast.

- a. Quorum: A majority of the voting membership shall constitute a quorum. If a quorum is not present, the Chair will adjourn the meeting and reschedule to a new day and hour.

VI. Rules of Operation

The committee may adopt or amend rules governing its operation as needed by a majority vote of the committee. Any changes to the Charge and Charter is subject to approval by the AS Student Senate.

VII. Reportage

This committee shall report to the AS Student Senate through the Chair.

VIII. Review and Termination

This committee must be reviewed and approved every year as following AS policy. This committee may be dissolved if the University's Discrimination Complaint Procedure is found to be satisfactory by a $\frac{3}{4}$ vote of the AS Student Senate at any time.