



**Associated Students of  
Western Washington University  
Student Senate Charge & Charter  
November 19th, 2020**



**I. CHARGE**

To serve as a legislative body in coordination with the Associated Students Executive Board (ASEB) on student issues and to increase student involvement and representation in the Associated Students decision-making processes by:

- I. Discussing issues affecting the ASEB, other AS or University Committees as assigned or delegated, within the Student Senate itself, or directly from Student Senators constituents.
- II. Reviewing, recommending, and enforcing changes to the AS Election Code and the charge and charter of the AS Election Board.
- III. Approving any changes made to the ASEB by-laws and charge and charter.
- IV. Drafting and releasing resolutions on any issues brought before the Student Senate.
- V. Reviewing and nominating student members to serve on various academic related committees.
- VI. Representing student interests on University Committees as assigned by the Senate Pro-Tempore and Vice-Chair.
- VII. Shared reviewing of the ASWWU Services and Activities Fee, in coordination with the AS Executive Board.

**II. MEMBERSHIP**

The membership of the Student Senate shall be:

- I. 2 Student Senators to represent students in the College of Business and Economics.
- II. 2 Student Senators to represent students in the College of Fine and Performing Arts.
- III. 2 Student Senators to represent students in the College of Humanities and Social Sciences.
- IV. 2 Student Senators to represent students in the College of Science and Engineering.
- V. 2 Student Senators to represent students in Fairhaven College of Interdisciplinary Studies.
- VI. 2 Student Senators to represent students in the Graduate School.
- VII. 2 Student Senators to represent students in the Huxley College of the Environment.
- VIII. 2 Student Senators to represent students in the Woodring College of Education.
- IX. 4 Student Senators to represent students yet to be declared in any specific WWU College, with no intent to declare in the current academic year.
  - I. The AS Board Assistant for Academic Shared Governance (non-voting member, serving as Secretary).
  - II. The Assistant Director of Student Representation and Governance (non-voting member, serving as an Advisor).

**III. SENATE PRO-TEMPORE**

The Senate Pro-Tempore will be elected in accordance with the AS Elections procedures. They will convene all meetings and will serve as the representative of the Student Senate and as a non-voting member on the ASBOD. The Senate Pro-Tempore will chair, facilitate, and create agendas for the Student Technology Fee Committee and the ASWWU Student Senate. The Senate Pro-Tempore will work with the Vice-Chair to

assign Committee and Voting responsibilities to Student Senators for the following committees, including but not limited to;

- I. Academic Coordinating Commission.
- II. Academic Coordinating Commission Executive Board.
- III. Academic Fee Committee.
- IV. Bottleneck Funding Request Committee.
- V. Career Services Center Advisory Board.
- VI. Center for Service Learning Advisory Board.
- VII. Committee on Undergraduate Education.
- VIII. Enrollment Fee Funding Allocation Committee.
- IX. Scholars Week Steering Committee.
- X. Student Technology Center Governing Board.
- XI. University Planning and Resource Council.
- XII. University Planning and Resource Council Executive Board.

The Senate Pro-Tempore will also serve as a recurring invitee on:

- I. Faculty Senate
- II. Western Washington University Board of Trustees.

The Senate Pro-Tempore will ensure the stewardship of student funds, in accordance with the Associated Student goals and policies, by management of the following fund(s):

- I. Academic Affairs (FXXSBR-ASBAAX).

The Vice-Chair shall be elected between two meetings, starting during the first meeting of Fall Quarter. The Vice-Chair will perform the duties of the Senate Pro-Tempore in their absence but will not have their voting rights. Additionally, the Vice-Chair will assist the Senate Pro-Tempore with committee appointments. As well as attending any meetings Student Senators are otherwise unable to attend and have expressed in written notice to the Vice-Chair prior to absence.

#### **IV. MEETINGS**

The Student Senate will hold bi-weekly meetings, in consideration of other standing meeting times. Any member (voting or non-voting) may call a meeting when agreed upon by 51% of the seated voting membership, in written expression to the Senate Pro-Tempore. It is the discretion of the Senate Pro-Tempore and Vice-Chair to hold additional meetings as necessary, in the case of an urgent situation. A meeting may be cancelled only with 24 hours' notice and must be agreed upon by 51 % of the seated voting membership. All meetings will be subject to the Open Public Meetings Act in accordance with RCW 42.30.

#### **V. VOTING**

In order for an action item or resolution to pass, it must obtain 51% of the eligible votes cast. An abstention by a Student Senator will not count as a vote cast in favor or against the action item or resolution being voted upon.

#### **VI. COMMITTEES**

Each Senator shall be appointed to sit on 1-3 committees within WWU and the AS governance structure. The appointments shall be done by the Senate Pro-Tempore, and the Vice-Chair. The committees Student Senators are eligible to serve on include, but are not limited to the;

- I. Academic Coordinating Commission.
- II. Academic Coordinating Commission Executive Board.

- III. Academic Fee Committee.
- IV. Bottleneck Funding Request Committee.
- V. Career Services Center Advisory Board.
- VI. Center for Service Learning Advisory Board.
- VII. Committee on Undergraduate Education.
- VIII. Enrollment Fee Funding Allocation Committee.
- IX. Scholars Week Steering Committee.
- X. Student Technology Center Governing Board.
- XI. University Planning and Resource Council.
- XII. University Planning and Resource Council Executive Board.

Student Senators are responsible for attending all assigned committee meetings and developing a report which they will then present to the Student Senate at the next scheduled Student Senate meeting.

## **VII. CONSTITUENCY**

Each Student Senator representing their WWU College is responsible for representing the interests of that group. Each of the Student Senators representing the at-large population of undeclared students are assigned to the constituency of the general university population, and thus must act accordingly. Student Senators are encouraged to advocate for the needs of their constituency as well as to practice diplomacy between Student Senators during Student Senate meetings, and other related affairs.

## **VIII. BYLAWS**

The Student Senate may adopt and amend the Bylaws governing its body by a 3/4\* majority vote of seated members on the Student Senate. If the Student Senate does such an action, it is expected that the Student Senate explain their reasoning in a report at the next available AS Executive Board meeting.

## **IX. AMENDMENTS**

This Charge & Charter may be amended by a 3/4\* majority vote of the ASWWU Student Senate. If an amendment is made, it is expected that the Student Senate explain their reasoning in a report at the next available AS Executive Board meeting.

## **X. REPORTAGE**

The ASWWU Student Senate will not report to any other body of the AS but will provide a report to the Senate Pro-Tempore on request of the ASEB, in the spirit of shared governance. The ASEB may request any matter to the Student Senate for its consideration, including interpretation or application of personnel policies. The Student Senate may make recommendations to the ASEB, via the Senate Pro-Tempore. Any Student Senator may choose to bring an item to the Student Senate in regard to any member of the ASEB directly defying or disobeying the AS Election Code. The Student Senate will then work with the Assistant Director for Student Representation and Governance to determine a consequence for any actions found in violation of the aforementioned code.