Members:

Present: Gabe Wong (Chair); Lauren Johnson (At-Large); John Hardgrove, Zoe Absalonson (CSE); Devin Moreno, Dacey Moreno (CBE); Milla Miller, Ellen Esteves (Graduate); Emily Carsten (Fairhaven), Melissa Bernal, Lola Thompson (CENV); Miguel Acuna (CHSS);

Absent: Miguel Esteves (Fairhaven); Lily Duong (Woodring); Mariana Flores (At-Large); Yasmin Flores (CHSS); MJ Dizon (CFPA);

Advisor: Leona Friedman
Secretary: Nely Vasquez
Guests:

MOTIONS:

<table>
<thead>
<tr>
<th>SEN-24-S-51</th>
<th>To approve the Consent Items. Passed.</th>
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<tbody>
<tr>
<td>SEN-24-S-52</td>
<td>To approve the Conference Committee Charter. Passed.</td>
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</table>

Call to Order: Gabe Wong, Senate President, called the meeting to order at 5:06 p.m.

I. REVISIONS TO THE AGENDA
   a. Take draft Senate annual report of the agenda

II. CONSENT ITEMS (subject to immediate action)
   a. Minutes of May 1st, 8th, 2024
   b. Appointment of Miguel Acuna-Martinez to the Sustainability, Equity, and Justice Fund committee

   **MOTION:** To approve Consent Items

<table>
<thead>
<tr>
<th>Motion Made By: Emily Carsten</th>
<th>Second: Ellen Esteves</th>
<th>SEN-24-S-51</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aye: 11 Nay: 0 Abstain: 0</td>
<td>Action Result: Passed</td>
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</table>

III. PUBLIC FORUM (comments from students and the community)

IV. SENATE REPORTS

V. INFORMATION ITEMS - Guests*
VI. ACTION ITEMS – Guests*

VII. PERSONNEL ITEMS (subject to immediate action)

VIII. INFORMATION ITEMS – Senate*

a. Amendment to the Senate Bylaws

Johnson, Durbin, Bernal, and Wong shared the changes made to the Student Senate Bylaws document. Johnson asked the Senate to look over the document before next week’s meeting, as they will vote to pass it.

b. Draft College Annual reports

- Graduate

Esteves and Miller shared their document to the Senate and noted that since they came later in the year, their document doesn't cover work done from Fall quarter.

- Science & Engineering

Hardgrove gave an overview of the work he did throughout the year, and Absalonson shared the work she and Hardgrove did together.

- Fairhaven

Carsten gave a brief overview of her report, as she came later in the year.

c. Student Tech Fee Initiatives

Wong shared the Student Tech Fee document. She explained where the money would be allocated and why.

IX. DISCUSSION ITEMS

X. ACTION ITEMS – Senate*

a. Conference Committee Charter

Wong presented the Conference Committee Charter document.

MOTION: To approve the Conference Committee Charter

Motion Made By: Melissa Bernal
Second: Miguel Acuna

SEN-24-S-52
XI. OTHER BUSINESS

Wong gave an update from the Assistant Attorney General regarding the ESE, who said that there isn’t a defined answer with the Senators joining it. She also said there is an encampment in Old Main and will be meeting with someone from there after the Senate meeting. Friedman told the Senate to come talk to her if they need someone to talk to.

Adjournment: Gabe Wong, Senate President, adjourned the meeting at 5:59 p.m.
ASWWU Student Senate Bylaws
Effective May 23, 2022, per ASWWUSEN-22-S-17
For Approval May 2024

Article I. Name and Objectives

Section A – Name
The name of this governing body is the Associated Students of Western Washington University (ASWWU) Senate, hereafter known as the Student Senate.

Section B – Definition
The Senate is a legislative branch within the ASWWU charged with representing student interests in academic affairs such as department policies, curriculum design, and academic support services. Two senators from each College represent students within their respective colleges, while four At-Large Senators represent all students.

Section B – Objectives
The purpose of the Student Senate is to serve as a legislative body in coordination with the AS Executive Board (ASEB) on relevant student issues and ensure representation from all students of Western Washington University. The Student Senate will be comprised of student senators representing the eight WWU Colleges on campus, and students at-large. The Student Senate will not be limited in the scope of issues it covers. Issues discussed by the Senate can originate from the ASEB, other Associated Students offices (AS), University committees, within the Senate itself, or directly from students. The Student Senate has the ability to draft, approve, and release resolutions on any issues brought before it. The Student Senate will also approve any changes to the charge and charter of the AS Election Board. Overall, the Student Senate will be part of a bicameral system in the AS, acting as a separate and equal-in-power body from the ASEB.

Article II. Granted Authorities and Scope

Section A – Granted Authorities
1. The Senate’s specific authorities are defined in the ASWWU Constitution.
2. The Senate shall work with the Executive Board to jointly exercise the general authorities of the ASWWU, defined in the ASWWU Constitution and the ASWWU Charter.
3. The Senate has the exclusive right to interpret its Bylaws.
4. The ASWWU Student Senate shall be granted the authority to fulfill its responsibilities within the provisions set forth herein and to act in any University-related matter not specified within the constraints of University regulations, policies, and procedures. In addition, the ASWWU Student Senate shall also have the following granted authorities:
   - To administer and appropriate monies allocated to the ASWWU by the Services and Activities Fee Committee to ensure continuous, safe, and efficient operations.
     - This administration will be done in coordination with the ASEB prior to each fiscal year, by both bodies electing 20 percent of their seated membership to a co-committee designated to AS budget needs.
   - To appoint student representatives to standing University committees, and other bodies upon request.
   - To be provided by the University Administration all information pertaining to the usage of student fee dollars.
   - 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 the exception to the operating and building fees.
   - To employ students and staff in a manner consistent with those articles, regulations, policies, and procedures of the University and of the Associated Students Student Senate.
   - To allow the ASWWU Student Senate to make decisions in creating and overseeing a program of student activities and services. These decisions agreed upon by the ASWWU Student Senate may be reviewed by the University President or their designee.
To reserve the final right to confirm all elected members of the ASEB, pursuant to a simple majority of seated membership.

All Granted Authorities are subject to Amendment One, Section One under Article XI of the By-Laws

Section B – Scope of the Senate

Though the Senate is not limited in the scope of issues it may address, there are some matters outside the body’s direct control. Issues that the Senate may concern itself with may originate from the AS Executive Board, Associated Students offices, University Committees, within the Senate itself, or directly from students. Issues can include but are not limited to academic affairs such as departmental polices, curriculum design, and academic support services, as well as Executive Board, Associated Students, or University Committees affairs.

Section C – Scope of the Senator

The Senator has the primary responsibility to represent the diverse interests of their constituents, the students enrolled in the college they represent. As such, Senators should focus their advocacy and representation on issues in their college or issues their constituents are concerned about.

Article II. Article III. Membership Qualifications

Section A – Individual Membership Eligibility

Any student currently enrolled in six or more credits for undergraduate students and four or more credits for graduate students at Western Washington University (WWU) is eligible for membership, assuming they maintain a 2.0 GPA.

To be eligible to serve on the Senate an undergraduate or graduate student must maintain at least half-time enrollment (6 undergraduate credits or 4 graduate credits) and maintain good academic standing.

1. Students eligible to serve on the Senate may represent only the college which houses their declared major or pre-major. Such students may not represent multiple colleges, nor may they represent the college housing their declared minor.

2. Students eligible to serve on the Senate may only represent the Graduate School if they are graduate students.

3. Students eligible to serve on the Senate may represent students at-large regardless of their class or major status.

4. Students eligible to serve on the Senate may serve as Senate President regardless of their class or major status.

Section B – Term of Office

The term of office for Senators and the Senate President is set forth in the AS Constitution. Following election by their respective constituents, senators will serve a term of office until the end of finals week Spring Quarter. Senators will be elected during Fall Quarter for the current academic year and confirmed by the ASEB.

Section C – New Members

The Senate President must be elected during a general or special election.

Senators shall be elected in accordance with the AS Constitution and the Election Code. However, Senator seats not filled in the general elections or that become vacant during the academic year by resignation or removal will be filled by appointment, but at the discretion of the Senate, shall be filled by special election as outlined in the Election Code.

In those instances, to appoint a Senator,

1. a hiring committee consisting of the Senate President, Vice Chair, Senate Advisor, and co-senator will select an applicant, and

2. the Senate will vote to confirm the appointment with a 2/3rd majority of the seated, voting membership.
New Student Senators will be elected by eligible voting members of the WWU student body. Student Senators will then be acknowledged by the ASEB two weeks or less after election results.

1. Any applicant for the Student Senate must fill out an application and submit it to the AS Program Coordinator, who will then work with the Office of Civic Engagement (OCE) Support Staff.
2. The Senate President will consult the Assistant Director for Student Representation & Governance during the Student Senate confirmation process, in order to confirm eligibility.

Section D — Representation
Students are only eligible to represent a single college within their major(s) or declared pre-major(s); if students are pursuing majors in separate WWU Colleges, then Student Senators are expected to choose one. Student Senators may not represent minors, or multiple WWU Colleges.

Section D — Vacancy of the Senate President
Should the position of Senate President become vacant, the Vice-Chair will temporarily assume the duties of the Senate President, until a new Senate President is elected in a special election, in accordance with AS special election policies.

If the positions of both the Senate President and Vice-Chair will be vacant concurrently, the Assistant Director for Student Representation and Governance will select a sitting current Student Senator to temporarily assume the duties of the Senate President, until a new Senate President is elected, in accordance with AS special election policies.

If the Senate President is relieved from their positions before the conclusion of their responsibilities by winter or spring quarter of the current Academic Year, the Student Senators vote with a 3/4th majority to either promote the Vice-Chair to the Senate President, or to hold a campus special election. This election will be in coordination with the AS OCE.

Article III. Senate Leadership Membership
Section A — Designations Composition
The membership of the Senate will be comprised of the following members:

1 Senate President: a voting member, serving as chair, to be elected in accordance with AS Election procedures;
2 Senators from each college and 4 at-large for a total of 20 Senators, as described in the AS Constitution:

- 2 Student Senators to represent students in the College of Business and Economics;
- 2 Student Senators to represent students in the College of Fine and Performing Arts;
- 2 Student Senators to represent students in the College of Humanities and Social Sciences;
- 2 Student Senators to represent students in the College of Science and Engineering;
- 2 Student Senators to represent students in Fairhaven College of Interdisciplinary Studies;
- 2 Student Senators to represent students in the Graduate School;
- 2 Student Senators to represent students in the Huxley College of the Environment;
- 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.

The AS Board Assistant for Academic Shared Governance (1 Student Government Assistant: non-voting member, serving as secretary);
The Assistant Director of Student Representation and Governance (The Senate Advisor: non-voting, serving as advisor);

Section A — Leadership Responsibilities Senate President
The Leadership of the Senate will consist of the Senate President, Vice-Chair, Communications Officer, Secretary, and Advisor.
The Senate President may not vote on both the ASEB and the Student Senate concurrently. The Senate President must fulfill all obligations of the Student Senate job description and the AS Election Code, available with the ASEB Program Assistant.

1. The duties of the Senate President will be include but are not limited to:
   a. Chair, facilitate, and create agendas for the Senate;
   b. Co-chair the Student Technology Fee Committee.
      b.e. Work with the Student Senate Vice-Chair and Advisor to ensure that Senators sit on all committees needing representation from the Senate, unless vacant, to assign Committee and voting responsibilities.
         d. By the second meeting, work to assign student senators to the following committees, including but not limited to:
            e. Academic Coordinating Commission.
            f. Academic Coordinating Commission Executive Board
            g. Academic Fee Committee
            h. Bottleneck Funding Request Committee
            i. Career Services Center Advisory Board
            j. Center for Service Learning Advisory Board
            k. Committee on Undergraduate Education
            l. Enrollment Fee Funding Allocation Committee
            m. First Year Experience Advisory Committee
            n. Scholars Week Steering Committee
            o. Student Technology Center Governing Board
            p. University Planning and Resource Council
            q. University Planning and Resource Council Executive Board
            r. Western Integrity Coalition
            s. Student & Activities Committee.
   c.d. Serve as a recurring invitee on the Faculty Senate and WWU Board of Trustees:
         t. Faculty Senate.
         u. WWU Board of Trustees
   e. Delegate the responsibilities of the Senate President to the Vice-Chair or Senators at their discretion.
   f. Prepare the Senate budget (FXXSSN) request with the Budget Authority.
   g. Manage the discretionary expenditures of the Senate budget (FXXSSN) by deciding how to allocate funds to things such as but not limited to posters, name tags, etc.

Work to ensure the stewardship of student funds, in accordance with Associated Student goals and policies, by management of the following fund(s):
Academic Affairs (FXXSBR-ASBAAX)
Vice-Chair

The Vice-Chair may not serve concurrently as member of the ASEB.

2. The duties of the Vice-Chair will be include but are not limited to:
   a. Perform the duties of the Senate President in the absence of the Senate President. While serving as the Senate President, the Vice-Chair will not have voting privileges. If neither the Senate President nor Vice-Chair is present, the meeting will be adjourned, and all items will be tabled.
   b. Work with the Senate President and Advisor to ensure that Senators sit on all committees needing representation from the Senate.
      1. Sit on fewer committees to accommodate Vice-Chair duties, as needed.
      2. Coordinate forums and other student outreach activities as needed or assigned by the Senate President.
      3. Assist the Senate President with committee appointments, and committee scheduling as assigned.
4. Attend any meetings Student Senators are otherwise not able to attend if Student Senators have expressed in written notice to the Vice-Chair 24-48 hours prior to absence.

c. Serve as the interim Senate President following a dismissal of the Senate President. See Article 3, Section E.

3. The duties of the Communications Officer include but are not limited to:

   a. Manage the Senate social media.
   b. Coordinate Senate outreach to students through a variety of methods.
   c. Staying in communication with the Communications Office, Wavelength, and other relevant AS Offices.
   d. Coordinate forums and other student outreach activities as needed or assigned by the Senate President.
   e. Sit on fewer committees to accommodate Communications Officer duties, as needed.

3. The duties of the Secretary will be include but are not limited to:

   a. Publish the meeting agenda and documents per the Open Public Meetings Act.
   b. Reserve the room for Senate meetings.
   c. Set up Senate meetings.
   d. Upload meeting recordings, when available.
   e. Take and publish the meeting minutes of the Student Senate.

4. The duties of the Senate Advisor include but are not limited to:

   a. Meet with each Senator at minimum bi-weekly to discuss their work and well-being.
   b. Track Senate meeting attendance and follow up with absent Senators about absences.
   c. Assist the Senate President in maintaining parliamentary order procedure.
   d. Keep the ASWWU Senate webpage up to date.

Section C – Leadership Selection, Vacancy, and Demotion

The Vice-Chair and the Communications Officer are selected by the Senate as follows:

The Vice-Chair will be nominated by any sitting Student Senator and will be seconded by any additional Student Senator. Any Student Senator may retain the choice to nominate themselves as Vice-Chair, should no other sitting Student Senator. The Vice-Chair will then be elected by a majority vote of the Student Senate. In the case of more than two candidates, the Vice-Chair will be elected by an instant runoff vote.

1. Candidates for nomination include all Senators. Each Senator has the ability to make one nomination to each position. Senators can nominate any Senator, including themselves. Nominations must be seconded by any additional Senator. Student Senators may decline the nomination for the Vice-Chair at their discretion.

2. Elections Selection will be a two-meeting process. Nominations will be held the first meeting and remain open until the next meeting. Student Senators will have the opportunity at the second meeting to speak to their abilities as the potential Vice-Chair or Communications Officer. Voting will be held during the second meeting. The Vice-Chair and Communications Officer will then be selected by separate majority votes of the Senate. In the case of more than two candidates, the Vice-Chair or Communications Officer will be selected by an instant runoff vote.

3. Each Senator has the ability to make one nomination.

3. Elections will be held. This process will take place any time there is a vacancy in the positions of Vice-Chair. The two-meeting process will begin at the next regularly scheduled meeting of the Student Senate after a vacancy occurs.

The Vice-Chair or Communications Officer may be removed demoted from their leadership position by a two-thirds (2/3) vote of the Student Senate. Such removal will not affect their status as a Senator. Student Senators may decline the nomination for the Vice-Chair at their discretion.

Section B – Secretary

The Secretary of the Student Senate will be the AS Board Assistant for Academic Shared Governance.

   a. The duties of the Secretary will be to:
      a. Take and publish the minutes of the Student Senate.
      b. Assist the Senate President in maintaining parliamentary order.
Section A—Designations

1. 1 Senate President to be elected in accordance with AS Election procedures.
2. 1 Senators as follows:
   a. 2 Student Senators to represent students in the College of Business and Economics.
   b. 2 Student Senators to represent students in the College of Fine and Performing Arts.
   c. 2 Student Senators to represent students in the College of Humanities and Social Sciences.
   d. 2 Student Senators to represent students in the College of Science and Engineering.
   e. 2 Student Senators to represent students in Fairhaven College of Interdisciplinary Studies.
   f. 2 Student Senators to represent students in the Graduate School.
   g. 2 Student Senators to represent students in the Huxley College of the Environment.
   h. 2 Student Senators to represent students in the Woodring College of Education.
   i. 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.

3. The AS Board Assistant for Academic Shared Governance (non-voting member, serving as secretary).
4. The Assistant Director of Student Representation and Governance (non-voting, serving as advisor).

Section F—Vacancies

1. Vacancies will be filled in accordance with Article II, Section C.
2. In the event that no one is elected from one of the designated standings listed in Article IV, Section A, then that position will remain open until appointed by the Senate President, Vice-Chair, and the AS Board Assistant for Academic Shared Governance and then confirmed with a 2/3rd vote of the Student Senate.
3. In the event that a Student Senator is relieved from their position, eligible voting members of the WWU community will be made aware of the vacancy by a formal announcement in the form of direct
electronic communication, campus wide posting, or departmental distribution, etc. Applicants will then be reviewed in accordance with Article 4, Section B, and Sub-Section 2.

**Section G – Section D – Duties of the Student Senator**

A Senator may not serve concurrently as member of the ASEB. The student must be currently enrolled at WWU and have the correct college standing for the position to which they are seeking election. The student must commit time to Student Senate business outside of bi-weekly Student Senate meetings (approximately 4 to 6 hours per week). Student Senators should have a strong interest in Western’s community and provide a unique perspective to the Student Senate and WWU as a whole.

The **minimum** duties and responsibilities of a Student Senator are will be to:

1. Attend all meetings of the Student Senate, unless previously notifying Senate Leadership of necessary absence (see Article IV, Section D: Attendance).

2. Attend all meetings of the 2–3 committees sat on, unless previously notified Senate Leadership and Committee Chair of necessary absence.

3. Attend all meetings with the Senate Advisor, unless previously notified Senate Advisor of necessary absence.

Sit on 1 to 3 AS or University Committees as assigned by the Senate President and Vice-Chair.

4. Be accessible by direct and appropriate communication to meet constituents as needed.

The duties of an effective Senator are to:

1. Serve as an active participant on 2–3 committees by attending all committee meetings, actively listening during meetings, and preparing for meetings by reading appropriate materials in advance.

2. Serve as an active participant in all Student Senate meetings by attending all committee meetings, actively listening during meetings, and preparing for meetings by; come prepared having reading appropriate materials in advance, minutes and documents as well as bringing finished Committee Reports from any assigned meetings since the last Student Senate meeting.

3. Inform the Student Senate about relevant information pertaining to WWU, ASWWU, and committees, on campus and committee activities and other relevant information.

4. Submit necessary documents for presentation to the Student Senate, to the Senate President and Secretary within the assigned deadline for Student Senate meetings.

5. Help coordinate events as designated by Senate Leadership, the Senate President, or the Vice-Chair.

6. Bring forward issues to the Student Senate that are of concern to the Senators College, or the WWU campus as a whole.

7. Be accessible by direct and appropriate communication to meet with constituents as needed.

8. Follow any other duties as assigned by the Senate President, or Vice-Chair, within reason.

9. Review, nominate, and participate in the appointment process of students to University, Faculty Senate, AS, and college-specific committees to which the Senate appoints.

   Review and nominate student members for:
   - Academic Coordinating Commission.
   - Academic Honesty Board.
   - Academic Technology Committee.
   - Excellence in Teaching Award Committee.
   - Faculty Outstanding Services Award Committee.
   - Graduate Council.
   - International Programs Advisory Committee.
   - Learning Commons Advisory Board.
   - Peter J. Elich Excellence in Teaching Award Committee.
   - Robert T. Kleinhecht Excellence in Teaching Award Committee.
   - Senate Library Committee.
   - Student Academic Grievance Board.
   - Student Technology Center Governing Board.
9. Regularly communicate with fellow Senators, Senate Leadership, and collaborators outside the Senate.
10. Collaborate with AS Executive Board members and other Associated Student staff on relevant projects.
11. Meet with the Dean and/or Associate Dean of their represented College.
12. Commit 7–10 hours per week to Senate work.

Section H – Section E – Attendance

Members are expected to attend all Senate meetings and all their committee meetings unless they notify the Senate Leadership or the Committee Chair about a necessary absence. They do not need to disclose the reason for their absence. Each Senator will be allowed two absences from a Student Senate meeting per quarter, and two absences from an assigned Committee per quarter.

If a member fails to notify Senate Leadership about two absences to Senate meetings, they must meet with the Senate President and Senate Advisor to discuss the following: Following a third absence, the Student Senator must meet with the Senate President and the Assistant Director for Student Representation and Governance, and discuss appropriate consequences, including but not limited to;

1. The member’s well-being.
2. Additional Re-evaluation of Committee assignments.
3. Reallocation of Student Senator Stipend.
4. Loss of voting privileges for one-cycle of a Student Senate meeting, to be completed immediately following sanctions.

4.3. Potentially Recommending resignation of the Student Senator.

If a member is unable to attend a meeting in-person, they may request a virtual attendance option with at least 24 hours’ notice. Members do not need to disclose the reason for needing a virtual option.

Section I – Section F – Removal

Any member of the Student Senate may be relieved from the Student Senate for violating any requirements set forth in these Bylaws, AS Student Government Charter, or the AS Constitution, per the AS Code of Conduct. The process of removal will be a two-meeting process.

1. To remove a Student Senator;
   a. A motion to recommend the removal of a Senator must state which condition was allegedly violated and should be considered like any other motion.
   b. A Student Senator may be recommended for removal by 2/3rd/3/4th affirmative vote of the seated membership of the Student Senate; the Student Senators will then have one-week deliberation.
   c. At the beginning of the following meeting, the Senator in question will have no more than approximately 15 minutes to defend the claims against them. The Student Senate will then vote on a motion to remove the Senator, and it this will require a 2/3rd/4th vote to relieve the Student Senator from their duties, of the Senate as well as a 2/3rd vote of the AS Executive Board.
   d. Once a Senator is relieved of duties, it will be the responsibility of the seated members of the Student Senate to assign 1/3rd of the Student Senate to draft an official resolution to be released and approved by the conclusion of the following Student Senate meeting on why the aforesaid Senator was relieved of duties.
   e. The Senate President and Vice-Chair will have the vacant Committee Assignments redistributed by the following Student Senate meeting.

2. To remove the Student Senate President;
   a. An official motion will be filed by any Student Senator and will be brought to the attention of the Student Senate. The removal process will be the same as it were for a Student Senator, with the exception of a special or urgent Student Senate meeting, to be chaired by the Vice-Chair.
   b. This proceeding will require a 2/3rd/3/4th vote of seated membership, as well as a 2/3rd vote of the seated ASEB.
c. The vacancy of the Student Senate President will be filled in accordance with Article III, Section 3 of these Bylaws.

The AS Constitution provides for a recall mechanism separate from this Bylaws removal process.

Section J – Quorum

Quorum of the Senate will consist of a simple majority of the voting membership. If a quorum is not present, the Senate President will table all voting items for the Student Senate, until the next scheduled meeting.

Article IV. Article V. Meetings

Section A – Meetings

The Senate will hold meetings at least minimum bi-weekly (every other week) meetings, in consideration of other standing meeting times. Senate leadership may hold additional meetings for certain urgent circumstances such as filling a Senator vacancy.

Meetings may be called by any member (voting or non-voting) when agreed upon by quorum of the seated voting membership, in written expression to the Senate President.

All meetings conducted by the ASWWU Student Senate will adhere to the Open Public Meeting Act of Washington State, codified in 42.30 RCW.

1. It is the discretion of the Senate President and Vice-Chair to hold additional meetings as necessary, in the case of an urgent situation.

2. Meetings may be called by any member (voting or non-voting) when agreed upon by quorum of the seated voting membership, in written expression to the Senate President.

3. All meetings conducted by the ASWWU Student Senate will adhere to the Open Public Meeting Act of Washington State, codified in 42.30 RCW.

Section B – Quorum

Quorum of the Senate will consist of a simple majority of the voting membership. If a quorum is not present, the Senate President will table all voting items for the Student Senate, until the next scheduled meeting.

Section C – Voting

In order for an action item or resolution to pass, it must obtain a quorum of the eligible votes cast. A motion must obtain a majority of the eligible votes cast to pass. An abstention by a Student Senator will not count as a vote cast in favor or against the motion under consideration. Votes can be cast virtually or in-person. Votes cannot be cast by proxy.

Voting may be done via electronic device, but only with prior approval of the Senate President and Vice-Chair, and only under irregular or extreme circumstances.

Voting may not be done by proxy vote, and a student senator is the only one who may cast their vote for official ASWWU Student Senate business.

Section B – Rescheduling of Meetings

If quorum is met, a simple majority of the Senate may reschedule meetings as needed. If quorum is not met, meetings may be rescheduled at the discretion of Senate Leadership according to Article IV, Section F.

If neither the Senate President nor Vice-Chair is present, the meeting will be adjourned, and all items will be tabled.

Article V. Voting

Section A – Voting

In order for an action item or resolution to pass, it must obtain a quorum 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.

Voting may be done via electronic device, but only with prior approval of the Senate President and Vice-Chair, and only under irregular or extreme circumstances.

Voting may not be done by proxy vote, and a student senator is the only one who may cast their vote for official ASWWU Student Senate business.
**Article VI. Subcommittees, Task Forces, and Working Groups**

**Section A - Committee Assignments**

1. Each Senator will be appointed by the Senate President and the Vice-Chair to sit on 1-3 committees within WWU and the AS governance structure.
   a. These committees 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. First Year Experience Advisory Committee
      x. Scholars Week Steering Committee
      xi. Student Technology Center Governing Board
      xii. University Planning and Resource Council
      xiii. University Planning and Resource Council Executive Board
      xiv. Western Integrity Coalition.
   b. Student Senators are responsible for attending all assigned committee meetings and developing a report and presenting it to the Student Senate on any items of interest and relevance that were presented, pursuant to Article IV, Section C, and Number 1.

2. Student Senators may serve on additional committees not assigned to them by the Senate President or the Vice-Chair but may not do so in their official capacity as an AS Student Senator, only as a private student.

3. The Student Senate retains the ability to create sub-committees as seen fit by the Senate President and Vice-Chair, with a vote of 51% of seated membership in the affirmative of said committee creation.

**Section A - Subcommittees**
The Senate may vote to create formal sub-committees.

**Section B - Task Forces and Working Groups**
Senators and the Senate may form task forces and working groups as they see fit.

**Article VII. Reportage**

**Section A - Reportage**
The Student Senate will not report to any other body. The Senate President will provide a regular report on the Senate to the AS Executive Board, Faculty Senate, and the Western Washington University Board of Trustees, in the spirit of shared governance, but will provide a report to the Senate President on request of the ASEB or the Western Washington University Board of Trustees, in the spirit of shared governance. However, the Student Senators themselves will report on their assigned committees or on the needs of their constituents to the entirety of the Student Senate at the scheduled meetings of the Student Senate.

**Section B - Oral Senate Reports**
However, the Student-Senators themselves will regularly report on their assigned committees, individual projects, or on the needs of their constituents to the entirety of the Student Senate at the scheduled meetings of the Student Senate.

**Section B - Section C - Referral from the AS Executive Board**
The AS Executive Board may refer any matter to the Senate for its consideration, including application of personnel policies. Such referral should occur when the ASEB wishes to provide for greater student input or allow further time for public comment. The Senate may also make recommendations to the ASEB, via the Senate President.
Section C – Implementation of AS Elections Code Against the ASEB

Any Student Senator may choose to bring an item to the Student Senate in regard to any member of the ASEB or Student Senator directly defying or disobeying the AS Elections Code.

1. Such an item will require the immediate attention of the Student Senate, who will then create a sub-committee of the Student Senate with the guidance of the Senate President to conduct an official investigation in coordination with the AS Personnel Office.
   a. If found guilty of the aforementioned actions by the sub-committee, the accused member of the ASEB will be subject to consequences at the discretion of the entirety of the Student Senate.
   b. These consequences are subject, but not limited to:
      i. Issuing a formal apology against actors involved, to be approved by the Student Senate with a 51% vote.
      ii. A publicly written address to the student body of WWU, to be approved by a 51% vote of the Student Senate.
      iii. Loss of certain position privileges, to be determined in coordination with the Assistant Director for Student Representation and Governance and confirmed by a 51% of the Student Senate.
      iv. Formal removal of the aforementioned party, to be enforced by the Assistant Director for Student Representation and Governance and the ASEB and confirmed with a 3/4th Student Senate vote.

Article VIII. Article I. Granted Authorities

Section A – Granted Authorities

The ASWWU Student Senate shall be granted the authority to fulfill its responsibilities within the provisions set forth herein and to act in any University-related matter not specified within the constraints of University regulations, policies, and procedures. In addition, the ASWWU Student Senate shall also have the following granted authorities:

1. To administer and appropriate monies allocated to the ASWWU by the Services and Activities Fee Committee to ensure continuous, safe, and efficient operations.
   i. This administration will be done in coordination with the ASEB prior to each fiscal year, by both bodies electing 20 percent of their seated membership to a co-committee designated to AS budget needs.
2. To appoint student representatives to standing University committees, and other bodies upon request.
3. To be provided by the University Administration all information pertaining to the usage of student fee dollars.
4. 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 the exception to the operating and building fees.
5. To employ students and staff in a manner consistent with those articles, regulations, policies, and procedures of the University and of the Associated Students Student Senate.
6. To allow the ASWWU Student Senate to make decisions in creating and overseeing a program of student activities and services. These decisions agreed upon by the ASWWU Student Senate may be reviewed by the University President or their designee.
7. To reserve the final right to confirm all elected members of the ASEB, pursuant to a simple majority of seated membership.

All Granted Authorities are subject to Amendment One, Section One under Article XI of the By-Laws

Article IX. Article VIII. Books and Records

Section A – Meeting Records

The Student Senate will keep accurate records and minutes of its proceedings on its website, and will keep a record of its seated membership, with the help of the Student Senate Secretary.
These minutes are to be made readily available to the public as soon as is possible, following approval by the **Student Senate**. The Senate will keep meeting recordings available online for at least 5 years, except where impractical.

**Section B – Agendas and Meeting Materials**
The Senate will publish its agendas and meeting materials on its website; both the submitted materials and the formally approved materials will be published.

**Section C – Membership Records**
The Senate will keep a record of its seated membership, with the help of the Senate Secretary.

**Section D – Annual Reports**
Annual reports will be created by each college's Senators, each subcommittee, each leadership position, and the Senate as a whole. The Senate may request subcommittee reports from informal working groups and task forces. Finalized reports will be filed with Senate leadership. The annual Senate report will be finalized by a vote of the Senate. All annual reports will be published on the Senate webpage. The purpose of the reports is to record what work the Senate did in a given year and give year-over-year cohesion. The content of the reports will be defined by the Senate.

**Section B – Legacy Document**
The Student Senators for each college as well as the senators in each senate-level committee will maintain a “Legacy Document” of completed and ongoing projects within their college/committee.

i. For completed projects, the document should include the results of the project, credit to important collaborators, and a short summary.

ii. For ongoing projects, the document should outline completed and incomplete tasks, as well as introducing important collaborators and contacts for the continuation of the project.

**Section C – Senate Report**

i. A summary of each completed and ongoing project will be compiled into a yearly senate report.

ii. This senate report should not contain any personally biasing information about WWU faculty/staff or Bellingham community members involved in projects.

iii. This report should be voted to finalize at the end of the school year and made public.

**Article X. Article IX. Amendments**

**Section A – Amendments**
The **Student Senate** will have the power to make, alter, and *may* amend the **Student Senate Bylaws Charge and Charter or By-Laws** by an affirmative vote of a 3/4th majority of its seated, voting membership and in accordance with the **AS Constitution**.

**Amendment One, Section One**
The AS WWU Executive Board and the Western Washington University Board of Trustees shall review, and permanently establish the aforementioned Granted Authorities to the ASWWU Student Senate following a successful academic year of 7 2018-2019, with consideration to an advisory vote of the Student Senate in favor of the Granted Authorities. To permanently establish the Granted Authorities in consideration to the future of the AS WWU Student Senate, the AS WWU Executive Board and the Western Washington University Board of Trustees will need a simple majority vote according to their Charge & Charter’s, respectively. This vote will be held prior to the end of the 2018-2019 Academic Year.
ASWWU Senate Bylaws (For Approval May 2024)

Article I.  Name and Objectives

Section A – Name
The name of this governing body is the Associated Students of Western Washington University (ASWWU) Senate, hereafter known as the Senate.

Section B – Definition
The Senate is a legislative branch within the ASWWU charged with representing student interests in academic affairs such as department policies, curriculum design, and academic support services. Two senators from each College represent students within their respective colleges, while four At-Large Senators represent all students.

Article II.  Granted Authorities and Scope

Section A – Granted Authorities
1. The Senate’s specific authorities are defined in the ASWWU Constitution.
2. The Senate shall work with the Executive Board to jointly exercise the general authorities of the ASWWU, defined in the ASWWU Constitution and the ASWWU Charter.
3. The Senate has the exclusive right to interpret its Bylaws.

Section B – Scope of the Senate
Though the Senate is not limited in the scope of issues it may address, there are some matters outside the body's direct control. Issues that the Senate may concern itself with may originate from the AS Executive Board, Associated Students offices, University Committees, within the Senate itself, or directly from students. Issues can include but are not limited to academic affairs such as departmental polices, curriculum design, and academic support services, as well as Executive Board, Associated Students, or University Committees affairs.

Section C – Scope of the Senator
The Senator has the primary responsibility to represent the diverse interests of their constituents, the students enrolled in the college they represent. As such, Senators should focus their advocacy and representation on issues in their college or issues their constituents are concerned about.

Article III.  Membership Qualifications

Section A – Eligibility
To be eligible to serve on the Senate an undergraduate or graduate student must maintain at least half-time enrollment (6 undergraduate credits or 4 graduate credits) and maintain good academic standing.
1. Students eligible to serve on the Senate may represent only the college which houses their declared major or pre-major. Such students may not represent multiple colleges, nor may they represent the college housing their declared minor.
2. Students eligible to serve on the Senate may only represent the Graduate School if they are graduate students.
3. Students eligible to serve on the Senate may represent students at-large regardless of their class or major status.
4. Students eligible to serve on the Senate may serve as Senate President regardless of their class or major status.

Section B – Term of Office
The term of office for Senators and the Senate President is set forth in the AS Constitution.

Section C – New Members
The Senate President must be elected during a general or special election. Senators shall be elected in accordance with the AS Constitution and the Election Code. However, Senator seats not filled in the general elections or that become vacant during the academic year by resignation or removal will be filled by appointment, but at the discretion of the Senate, shall be filled by special election as outlined in the Election Code.
In those instances, to appoint a Senator,
1. a hiring committee consisting of the Senate President, Vice Chair, Senate Advisor, and co-senator will select an applicant, and
2. the Senate will vote to confirm the appointment with a 2/3rd majority of the seated, voting membership.

Section D – Vacancy of the Senate President
If the position of Senate President becomes vacant, the Vice-Chair will temporarily assume the duties of the Senate President until a new Senate President is elected in a special election.
If the positions of both the Senate President and Vice-Chair are vacant concurrently, the Senate Advisor will appoint a current Senator to temporarily assume the duties of the Senate President until a new Senate President is elected.

Article IV. Membership

Section A – Composition
The membership of the Senate will be comprised of the following members:
1 Senate President: voting member, serving as chair.
2 Senators from each college and 4 at-large for a total of 20 Senators, as described in the AS Constitution: voting members.
1 Student Government Assistant: non-voting member, serving as secretary.
1 Senate Advisor: non-voting, serving as advisor.

Section B – Leadership Responsibilities
The Leadership of the Senate will consist of the Senate President, Vice-Chair, Communications Officer, Secretary, and Advisor.

1. The duties of the Senate President include but are not limited to:
   a. Chair, facilitate, and create agendas for the Senate.
   b. Co-chair the Student Technology Fee Committee.
   c. Work with the Senate Vice-Chair and Advisor to ensure that Senators sit on all committees needing representation from the Senate.
   d. Serve as a recurring invitee on the Faculty Senate and WWU Board of Trustees.
   e. Delegate the responsibilities of the Senate President to the Vice-Chair or Senators at their discretion.
   f. Prepare the Senate budget (FXXSSN) request with the Budget Authority.
   g. Manage the discretionary expenditures of the Senate budget (FXXSSN) by deciding how to allocate funds to things such as but not limited to posters, name tags, etc.

2. The duties of the Vice-Chair include but are not limited to:
   a. Perform the duties of the Senate President in the absence of the Senate President.
   b. Work with the Senate President and Advisor to ensure that Senators sit on all committees needing representation from the Senate.
   c. Sit on fewer committees to accommodate Vice-Chair duties, as needed.

3. The duties of the Communications Officer include but are not limited to:
   a. Manage the Senate social media.
   b. Coordinate Senate outreach to students through a variety of methods.
   c. Staying in communication with the Communications Office, Wavelength, and other relevant AS Offices.
   d. Coordinate forums and other student outreach activities as needed.
   e. Sit on fewer committees to accommodate Communications Officer duties, as needed.

3. The duties of the Secretary include but are not limited to:
   a. Publish the meeting agenda and documents per the Open Public Meetings Act.
   b. Reserve the room for Senate meetings.
   c. Set up Senate meetings.
   d. Upload meeting recordings, when available.
e. Take and publish meeting minutes.

4. The duties of the Senate Advisor include but are not limited to:
   a. Meet with each Senator at minimum bi-weekly to discuss their work and well-being.
   b. Track Senate meeting attendance and follow up with absent Senators about absences.
   c. Assist the Senate President in maintaining parliamentary procedure.
   d. Keep the ASWWU Senate webpage up to date.

Section C – Leadership Selection, Vacancy, and Demotion

The Vice-Chair and the Communications Officer are selected by the Senate as follows:

1. Candidates for nomination include all Senators. Each Senator has the ability to make one nomination to each position. Senators can nominate any Senator, including themselves. Nominations must be seconded by any additional Senator. Senators may decline the nomination for the Vice-Chair at their discretion.

2. Selection will be a two-meeting process. Nominations will be held the first meeting and remain open until the next meeting. Senators will have the opportunity at the second meeting to speak to their abilities as the potential Vice-Chair or Communications Officer. Voting will be held during the second meeting. The Vice-Chair and Communications Officer will then be selected by separate majority votes of the Senate. In the case of more than two candidates, the Vice-Chair or Communications Officer will be selected by an instant runoff vote.

3. This process will take place any time there is a vacancy in the positions. The two-meeting process will begin at the next regularly scheduled meeting of the Senate after a vacancy occurs.

The Vice-Chair or Communications officer may be demoted from their leadership position by a two-thirds (2/3) vote of the Senate. Such removal will not affect their status as a Senator.

Section D – Duties of the Senator

The minimum duties of a Senator are to:

1. Attend all meetings of the Senate, unless previously notifying Senate Leadership of necessary absence (see Article IV, Section D: Attendance).

2. Attend all meetings of the 2–3 committees sat on, unless previously notified Senate Leadership and Committee Chair of necessary absence.

3. Attend all meetings with the Senate Advisor, unless previously notified Senate Advisor of necessary absence.

4. Hold regular office hours for meetings with constituents.

The duties of an effective Senator are to:

1. Serve as an active participant on 2–3 committees by attending all committee meetings, actively listening during meetings, and preparing for meetings by reading appropriate materials in advance.

2. Serve as an active participant in Senate meetings by attending all committee meetings, actively listening during meetings, and preparing for meetings by reading appropriate materials in advance.

3. Inform the Senate about relevant information pertaining to WWU, ASWWU, and committees.

4. Submit necessary documents for presentation to the Senate, to the Senate President and Secretary within the assigned deadline for Senate meetings.

5. Help coordinate events as designated by Senate Leadership.

6. Bring forward issues to the Senate that are of concern to the Senators College, or the WWU campus as a whole.

7. Follow any other duties as assigned by the Senate President, or Vice-Chair, within reason.

8. Review, nominate, and participate in the appointment process of students to University, Faculty Senate, AS, and college-specific committees to which the Senate appoints.

9. Regularly communicate with fellow Senators, Senate Leadership, and collaborators outside the Senate.

10. Collaborate with AS Executive Board members and other Associated Student staff on relevant projects.

11. Meet with the Dean and/or Associate Dean of their represented College.

12. Commit 7–10 hours per week to Senate work.
Section E – Attendance
Members are expected to attend all Senate meetings and all their committee meetings unless they notify the Senate Leadership or the Committee Chair about a necessary absence. They do not need to disclose the reason for their absence.
If a member fails to notify Senate Leadership about two absences to Senate meetings, they must meet with the Senate President and Senate Advisor to discuss the following:
1. The member’s well-being.
2. Re-evaluation of committee assignments.
3. Potentially recommending resignation from the Senate.
If a member is unable to attend a meeting in-person, they may request a virtual attendance option with at least 24 hours’ notice. Members do not need to disclose the reason for needing a virtual option.

Section F – Removal
Any member of the Senate may be removed from the Senate for violating any requirements set forth in these Bylaws, AS Student Government Charter, or the AS Constitution. The process of removal will be a two-meeting process.
1. To remove a Senator;
   a. A motion to recommend the removal of a Senator must state which condition was allegedly violated and should be considered like any other motion.
   b. A Senator may be recommended for removal by 2/3rd affirmative vote of the seated membership of the Senate; the Senators will then have one-week deliberation.
   c. At the beginning of the following meeting, the Senator in question will have no more than 15 minutes to defend the claims against them. The Senate will then vote on a motion to remove the Senator, this will require a 2/3 vote of the Senate as well as a 2/3rd vote of the AS Executive Board.
   d. Once a Senator is removed, it will be the responsibility of the seated members of the Senate to assign 1/3rd of the Senate to draft an official resolution to be approved by the conclusion of the following Senate meeting on why the Senator was removed.
   e. The Senate President and Vice-Chair will have the vacant Committee Assignments redistributed by the following Senate meeting.
2. To remove the Senate President;
   a. An official motion will be filed by any Senator and will be brought to the attention of the Senate. The removal process will be the same as it were for a Senator, with the exception of a special or urgent Senate meeting, to be chaired by the Vice-Chair.
   b. This proceeding will require a 2/3rd vote of seated membership, as well as a 2/3rd vote of the seated ASEB.
   c. The vacancy of the Senate President will be filled in accordance with Article III, Section C of these bylaws.
The AS Constitution provides for a recall mechanism separate from this Bylaws removal process.

Article V. Meetings

Section A – Meetings
The Senate will hold meetings at minimum every other week. Senate leadership may hold additional meetings for certain urgent circumstances such as filling a Senator vacancy.
Meetings may be called by any member (voting or non-voting) when agreed upon by quorum of the seated voting membership, in written expression to the Senate President.
All meetings conducted by the Senate must adhere to the Open Public Meeting Act of Washington State, codified in 42.30 RCW.

Section B – Quorum
Quorum of the Senate will consist of a simple majority of the voting membership. If a quorum is not present, the Senate President will table all voting items until the next scheduled meeting.
Section C – Voting
A motion must obtain a majority of the eligible votes cast to pass. An abstention will not count as a vote cast in favor or against the motion under consideration. Votes can be cast virtually or in-person. Votes cannot be cast by proxy.

Section D – Rescheduling of Meetings
If quorum is met, a simple majority of the Senate may reschedule meetings as needed. If quorum is not met, meetings may be rescheduled at the discretion of Senate Leadership. If neither the Senate President nor Vice-Chair is present, the meeting will be adjourned and all items will be tabled.

Article VI. Subcommittees, Task Forces, and Working Groups

Section A – Subcommittees
The Senate may vote to create formal sub-committees.

Section B – Task Forces and Working Groups
Senators and the Senate may form task forces and working groups as they see fit.

Article VII. Reportage

Section A – Reportage
The Senate will not report to any other body. The Senate President will provide a regular report on the Senate to the AS Executive Board, Faculty Senate, and the Western Washington University Board of Trustees, in the spirit of shared governance.

Section B – Oral Senate Reports
Senators will regularly report on their assigned committees, individual projects, or on the needs of their constituents to the entirety of the Senate at the scheduled meetings of the Senate.

Section C – Referral from the AS Executive Board
The AS Executive Board may refer any matter to the Senate for its consideration. Such referral should occur when the ASEB wishes to provide for greater student input or allow further time for public comment. The Senate may also make recommendations to the ASEB.

Article VIII. Books and Records

Section A – Meeting Records
The Senate will keep accurate records and minutes of its proceedings on its website. These minutes are to be made readily available to the public as soon as is possible, following approval by the Senate. The Senate will keep meeting recordings available online for at least 5 years, except where impractical.

Section B – Agendas and Meeting Materials
The Senate will publish its agendas and meeting materials on its website; both the submitted materials and the formally approved materials will be published.

Section C – Membership Records
The Senate will keep a record of its seated membership, with the help of the Senate Secretary.

Section D – Annual Reports
Annual reports will be created by each college’s Senators, each subcommittee, each leadership position, and the Senate as a whole. The Senate may request subcommittee reports from informal working groups and task forces. Finalized reports will be filed with Senate leadership. The annual Senate report will be finalized by a vote of the Senate. All annual reports will be published on the Senate webpage. The purpose of the reports is to record what work the Senate did in a given year and give year-over-year cohesion. The content of the reports will be defined by the Senate.

Article IX. Amendment

Section A – Amendment
The Senate may amend the Senate Bylaws by an affirmative vote of a 3/4th majority of its seated, voting membership and in accordance with the AS Constitution.
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 ASEB.

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 Student Representation and Governance Advisor (non-voting member, serving as an Advisor).

III. SENATE PRO-TEMPORE

The Senate Pro-Tempore will be elected in accordance with the AS Elections Code procedures and AS Constitution. They will convene all meetings and will serve as the representative of the Student Senate. They will serve as a voting member on the ASEB and as a non-voting member the Student Senate with an exception for tie-breaking votes. 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. Center for Community Learning Advisory Board
V. Committee on Undergraduate Education.
VI. Enrollment Fee Funding Allocation Committee.
VII. Scholars Week Steering Committee.
VIII. University Planning and Resource Council.
IX. University Planning and Resource Council Executive Board.

The Senate Pro-Tempore will also serve as a recurring invitee to the:
   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. Student Senate (FXXSSN).

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 24-48 hours prior to absence.

IV. MEETINGS

The Student Senate will hold bi-weekly (every other week) 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. Center for Community Learning Advisory Board
V. Committee on Undergraduate Education.
VI. Enrollment Fee Funding Allocation Committee.
VII. Scholars Week Steering Committee.
VIII. University Planning and Resource Council.
IX. 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, and approval of the University President. 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 Student Representation and Governance Advisor to determine a consequence for any actions found in violation of the aforementioned code.