

Western Washington University
Associated Students of WWU

Charter
(revised 2023)

The students of Western Washington University have the right and responsibility to participate in the shared governance of the university. For this purpose, the Associated Students of Western Washington University (ASWWU) has been established. The ASWWU is charged by the President and by the students it represents with promoting the general welfare of students by electing a student government (AS Government) which:

- Represents student interests and opinions to the university administration, Board of Trustees, and appropriate governmental agencies,
- Fosters participation and inclusion of the student body in university governance and operations as appropriate,
- Communicates with the ASWWU membership about institutional matters which affect them.

Article I: Voting Membership

The voting membership of ASWWU shall include all full-time, part-time, graduate, and undergraduate students who are registered for at least one academic credit at any WWU campus.

Article II: Recognition

Section 1. The official student government of Western Washington University (AS Government) shall consist of the ASWWU Executive Board and Student Senate, with the privileges and responsibilities assigned to it by this charter. The ASWWU's authority to participate in shared governance of the university is established by the President of Western Washington University, with the consent of the ASWWU membership, and acknowledged by the Board of Trustees.

Section 2. The AS Government may only be abolished by a vote of the voting membership of ASWWU. In such case, the powers established in this charter become null and void at the end of the quarter in which the vote is held.

Section 3. The ASWWU may only be abolished by a vote of the voting membership of ASWWU. In such case, the ASWWU will be dissolved at the end of the quarter in which the vote is held.

Section 3. All amendments to this charter must be approved by the ASWWU Executive Board and the University President.

Article III: Duties

Section 1. The AS Government shall make every effort to represent the needs and concerns of students through its participation in shared governance.

Section 2. The AS Government shall hold annual elections open to all registered students for the purpose of selecting representatives and deciding referenda on matters of importance to the student body.

Section 3. The AS Government shall consult with and report to university bodies on matters of concern to students.

Section 4. The AS Government shall encourage student involvement in the development of university policies which impact students.

Section 5. The AS Government shall inform the university community of actions taken by the AS Government.

Section 6. The AS Government shall adopt bylaws and establish structures as necessary to govern its organization and carry out its responsibilities in a manner consistent with this charter and the regulations, policies, and procedures of the University. It shall review those bylaws and structures at least every 5 years.

Article IV: Granted Authorities

The AS Government is granted the authority to fulfill its duties within the provisions set forth in this charter and within the constraints of University regulation, policy, and procedure. In addition, the AS Government shall have the following special authorities:

Section 1. With regard to student fees, the AS Government has the authority to:

- a. Ensure that monies allocated to the AS Government by the Services and Activities Fee Committee are used to support continuous, safe, and efficient operations of the ASWWU,
- b. Provide recommendations regarding any increases and/or renewals of mandatory and voluntary student fees,
- c. Review all information pertaining to the expenditure and usage of student fee dollars,
- d. Ensure a majority of student voting members on fee committees overseeing mandatory and voluntary student fees, with the exception of operating and building fees,
- e. Exercise the right to appoint a student chair, with the concurrence of the University President or designee, on all committees overseeing and appropriating mandatory and voluntary student fee dollars, with the exception of operating and building fees.

Section 2. To fulfill its administrative responsibilities, the AS Government has the authority to:

- a. Obtain and review information on the affairs of the University,

- b. Appoint student representatives to standing University committees, and to other bodies as requested,
- c. Allocate funds to support the employment of student and permanent staff as needed to fulfill the goals and maintain the operations of the AS Government, consistent with the regulations, policies, and procedures of the university,
- d. Manage its allocated funds in accordance with regulations, policies, and procedures of the university and with fiduciary responsibility on behalf of students,
- e. Participate in the management of the AS Bookstore's net operating revenues, where applicable.

[Signature block]

Doc 2 Committee Charge & Charter



Associated Students of Associated Students of Western Washington University Committees Council Charter Approved _____, 2023

I. CHARGE

The purpose of the Committee Council is to appoint students to committees, and organize aspects of the committee process, enhancing the committee experience by:

- Connect with Chairs of different AS and University committees to review their process and give suggestions on possible improvements.
- Review and verify eligibility of at-large applications for ASWWU committees prior to a majority vote by the ASWWU Executive Board.
- Create schedule for ASWWU Student Government to review committee Charge & Charters on a 3-year rotating schedule by June 2024.
- Collect data on committee effectiveness and involvement. Retain information on at-large and employee membership of all AS committees.
- Examine ways for committees to be more accessible, attended, and effective.
- Bridge the gap between students and the Chairperson of committees and be the point of contact for anything around committees.
- Review and making improvements to the committee process.

Commented [KR1]: review committee applications and make recommendations to the Executive Board

II. MEMBERSHIP

Voting:

Office Civic Engagement Director (Chair)
Executive Board Member appointed by AS President (Vice Chair)
OCE Civic Involvement Coordinator

Non-voting:

AS Student Government Assistant
AS Board Program Coordinator (Advisor)

III. CHAIR

The Chairperson shall be the Office of Civic Engagement Director. They shall convene the meetings, develop agendas, preside at all meetings, and create & manage the AS Committee Application form on Western Involvement Network. The Vice Chairperson shall be the Executive Board Member.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall generally meet every other week with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with 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.

VI. QUORUM

A majority of the seated 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.

VIII. SUBCOMMITTEES

In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure.

IX. RULES OF OPERATIONS

The council may adopt and amend the rules of operations governing its operation by a majority vote of the council.

X. AMENDMENTS

This Charter may be amended by a majority vote of the AS Executive Board.

XI. REPORTAGE

This committee shall report to the AS Executive Board.

Doc 3 Activities Council Charge & Charter



Associated Students of Western Washington University

Activities Council Charge & Charter

~~Expires on October 31, 2022~~ January 31, 2025

Approved on _____, 2023

I. CHARGE

The purpose of the Activities Council is to promote an engaged campus community by:

- ~~Recognizing AS Clubs.~~
- ~~Authorizing AS Club name and statement of purpose changes.~~
- Allocating funding for events, activities, publications, and conferences from Grants/Underwrite/Loans (FXXGRN), Club Conference Funding (FXXCLC), ~~and Large Event Opportunity Fund (ASVSDE).~~
- Overseeing distribution of the AS Bookstore Donation Fund.
- Providing guidance on proper adherence to policies and procedures.
- Connecting AS Clubs with resources.
- Providing Guidance to align AS Clubs with the values of the AS Strategic Plan and AS Mission Statement.
- As necessary, place stipulations on the activities of the requesting AS Club.
- In the case of a club being denied authorization from the AS Clubs Programs Advisor the council shall vote to confirm the decision.
- .

Commented [KR1]: Removed due to VU policy that states the Club Hub Advisor is to be charged with this duty.

II. MEMBERSHIP

Voting:

AS Vice President for Activities (Chair)
AS Club Finance Coordinator (Vice Chair)
AS Club Event Coordinator
3 AS Club Representatives (from 3 different clubs)
2 Students at large

Non-voting:

Secretary
AS Clubs Program Advisor (Advisor)

III. CHAIR

The Chairperson shall be the AS Vice President for Activities. They shall convene meetings, approve agendas, and preside over all meetings. The Vice-Chair-person shall be the AS Club Finance Coordinator and acts in the absence of the Chairperson.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall generally meet every ~~other~~ week with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with 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, ~~but no less than seven (7) affirmative votes~~. An abstention shall not count as a legal vote cast.

All voting members must recuse themselves from any discussion and vote that impacts a club they have been part of the official membership of within the past calendar year.

VI. 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. During the summer, or when the council is not in session, this council's responsibilities fall to the AS ~~VP~~Vice President for Activities and AS Clubs Program Advisor ~~with the exception of Large Event Opportunity Fund requests. Those shall be heard by a taskforce of the ASVP for Activities, 3 AS Student Directors and 1 other AS Board of Directors Member.~~

VII. FUNDING

It shall be the purview of this council, in addition to normal AS budgeting procedures and subject to the regular review process, to allocate funding to student groups for events not budgeted for elsewhere by the AS ~~Board of Directors~~Executive Board.

VIII. SUBCOMMITTEES

In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure. All Chairpersons shall be voting student members.

IX. RULES OF OPERATIONS

The council may adopt and amend rules of operations governing its operation by a majority vote of the council, subject to review ~~and approval~~ by the AS Executive Board.

X. AMENDMENTS

This Charter may be amended by a majority vote of the AS Executive

XI. REPORTAGE

This committee shall report to the AS Executive Board through the AS Vice President for Activities.

AS Vice President for Diversity
Student Government Assistant (Secretary)
Office of Civic Engagement Advisor (Advisor to the Council)

AS OCE Director
Associate Dean of Student Engagement and Director of Viking Union Facilities or designee (Advisor)

Student Staff Representatives shall be appointed by relevant program or department, permanent staff leaders.
Committee membership shall begin on the date of appointment until the last day of Spring Quarter of the specified academic year.

- Formatted:** Strikethrough
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.65 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.75 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.7 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.75 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.7 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.75 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.65 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.7 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.55 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Expanded by 0.55 pt
- Formatted:** Strikethrough, Character scale: 95%
- Formatted:** Strikethrough, Character scale: 95%, Condensed by 2.4 pt
- Formatted:** Strikethrough

III. CHAIR

The Chairperson shall be the AS Vice President for Governmental Affairs. They shall convene the meetings, draft agendas, and preside over all meetings. The AS Director of Legislative Affairs shall serve as the Vice Chairperson and act in the absence of the AS Vice President for Governmental Affairs.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall meet weekly with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with 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~~ An abstention by a Legislative Affairs Council member will not count as a vote cast in favor or against the action item or resolution being voted upon.

VI. QUORUM

A majority of the seated, 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. During the summer, or when the council is not in session, the council's responsibilities fall to the AS Vice President for Governmental Affairs and AS Director of Legislative Affairs. The council shall be in session as stated by the AS Vice President of Governmental Affairs and confirmed by the AS Executive Board.

Formatted: Indent: Left: 0.52", First line: 0"

Commented [EG1]: Clarify what the definition of "in session" means.

VII. SUBCOMMITTEES

In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure.

VIII. RULES OF OPERATIONS

The council may adopt and amend the rules of operations governing its operation by a majority vote of the council. Substantial changes shall be subject to review and approval by the AS Executive Board.

Formatted: Character scale: 95%

IX. AMENDMENTS

This Charter may be amended by a majority vote of the AS Executive Board.

X. REPORTAGE

This committee shall report to the AS Executive Board through the AS Vice President for Governmental Affairs.