



*Updated Fall 2014*

# **ASSOCIATED STUDENTS OF WHITWORTH UNIVERSITY**

## ***ASWU Constitution***

### **Preamble:**

We, the students of Whitworth University, under the auspices of the Board of Trustees, in order to provide a means of self-government and to manage our monies and properties, do hereby form this association and agree to be governed by this Constitution and its By-Laws.

### **Article I. Name, Membership, and Privileges**

#### **Section 1. Name**

The name of this association shall be the *Associated Students of Whitworth University* and shall appear as *ASWU* throughout this document.

#### **Section 2. Membership**

All enrolled undergraduate students who pay the ASWU fee shall be entitled to all membership privileges.

#### **Section 3. Privileges**

All members of the ASWU shall enjoy the following privileges unless otherwise stated in the Constitution or its By-Laws:

- a. to vote in an ASWU election;
- b. to be eligible to run for and hold an ASWU office or be an employee of the ASWU;
- c. to represent the ASWU in intercollegiate activities.

### **Article II. Principal Duties**

The ASWU's principle duties shall be:

- a. to insure that all students are represented fairly to the student body, administration, faculty and staff, and community;
- b. to address all exigencies that affect the students of Whitworth University.

### **Article III. ASWU Fees**

#### **Section 1. Collection**

The Business Office of Whitworth University shall be responsible for the collection of all

ASWU student fees and will guarantee that the ASWU shall receive no less than 95 percent of all fees collected.

**Section 2. Use of Funds**

The ASWU shall use student fees in ways that are consistent with the mission of Whitworth University and of the ASWU.

**Section 3. Financial Standard Operating Procedures**

The Financial Standard Operating Procedures shall guide the ASWU in all matters pertaining to the financial functions of the ASWU.

**Article IV. Organizational Structure: Executive Body**

**Section 1.** The executive body shall consist of a president, an executive vice-president, and a financial vice-president.

a. **President:** The duties of the president shall be to lead and direct the ASWU program, serve as chief liaison between the ASWU, faculty and administration, and community, to oversee all committees, chair the Review Board, and chair the Assembly meetings.

b. **Executive Vice-President:** The duties of the executive vice-president shall be to serve as chief of staff, chair the Student Elections Committee, and chair the Media Committee.

c. **Financial Vice-President:** The duties of the financial vice-president shall be to oversee all fiscal matters pertaining to the ASWU, serve as chairperson of the Finance Committee and Budget Committee, and oversee all matters concerning clubs.

**Section 2. Financial Compensation**

The executive officers shall receive a salary not to exceed 40 percent of tuition and shall also receive reasonable expense accounts as determined by the Budget Committee.

**Article V. Organizational Structure: Legislative Assembly**

**Section 1. Composition**

The legislative body, herein called the Assembly, shall consist of senators and representatives.

**Section 2. Representation**

a. **Zones:** Residence halls and the off-campus community (which includes Theme Houses) shall be placed into zones that will be determined the previous spring at Budget Committee by dorm occupancy and demographics.

b. **Senators:** Each residence hall and the off-campus zone shall have a senator whose term shall consist of one academic year.

c. **Representatives:** Zones shall have representation if their total potential population exceeds 220. All representatives shall have a term of one academic year and be elected at the beginning of the academic year for which they serve.

d. **Changes of Housing:** Due to the constant changes in housing demographics, occupancy, and campus growth, zone changes may be recommended at Budget Committee. These changes must be approved by a two-thirds majority vote of the Assembly.

**Section 3. Meetings**

The Assembly shall convene within one week of the commencement of each semester and shall also meet at least once during the January term.

## **Article VI. Organizational Structure: Staff and Employees**

### **Section 1. Director of Student Activities**

A full-time director of student activities shall be hired by the university upon the recommendation of the ASWU. The director of student activities shall serve as an advisor to the ASWU.

### **Section 2. Administrative Secretary**

The ASWU shall have an administrative secretary who will be responsible to the director of student activities and shall not be a full-time student.

### **Section 3. Student Employees**

All student employees shall be members of the ASWU and hired by the director of student activities or the appropriate student or staff committee through written application. The ASWU Assembly shall approve all student employee positions and job descriptions by a majority vote.

### **Section 4. Coordinators**

The ASWU shall have coordinators who are responsible for programming in specialized areas.

### **Section 5. Media**

The ASWU shall have media chiefs and managers who are responsible for the radio, newspaper, yearbook, and any other media outlet as approved by the Assembly by a majority vote.

## **Article VII. Elections**

### **Section 1. Elected Positions**

The student body shall elect all executive officers, senators, and representatives.

### **Section 2. Election Timeline**

- a. The election of executive officers and senators shall occur each spring semester.
- b. The elections of representatives shall occur within thirty days of the commencement of fall semester.

### **Section 3. Ballot Requirements**

All ballots shall have a *none of the above* option.

### **Section 4. Election Procedures**

- a. **Primary Elections:** The two candidates with the most votes in the primary election will proceed to the general election.
- b. **General Elections:** The winner of the general election shall be the candidate with the most votes. However, if the winner does not receive at least 45 percent of the votes cast, a re-election shall be held.
- c. **None of the Above Option:** If the none of the above option receives the most votes

in the general election, a re-election will be held.

**Section 5. Assuming Office**

Those who are elected in the spring shall assume office the Monday following commencement. Those who are elected in the fall shall assume office immediately following the general elections.

**Article VIII. Vacancy of Office**

**Section 1. President**

In the event that the Office of the President is vacated, or the president is no longer able to fulfill his/her duties, the executive vice-president shall assume the duties of the president. Likewise, in the temporary absence of the president, the executive vice-president shall fulfill the duties of the president.

**Section 2. Executive Vice-President**

In the event that the Office of the Executive Vice-President is vacated, or the executive vice-president is no longer able to fulfill his/her duties, a qualified assembly member shall assume his/her position and duties.

**Section 3. Financial Vice-President**

In the event that the Office of the Financial Vice-President is vacated, or the financial vice-president is no longer able to fulfill his/her duties, a qualified assembly member shall assume his/her position and duties.

**Section 4. Senators and Representatives**

In the event of a vacant seat in the Assembly, or a senator or representative is unable to fulfill his/her duties, an interim senator or representative shall be appointed by the executive vice-president until an election can be held.

**Article IX. Accountability**

**Section 1. Jurisdiction**

- a. Every individual agreeing to serve the ASWU as an elected or hired official and every group or individual officially sponsored or chartered by the ASWU shall adhere to this Constitution and its By- Laws.
- b. Every ASWU member and their guest(s) shall adhere to this Constitution and its By- Laws while participating in or attending ASWU sponsored events.

**Section 2. Code of Conduct**

Every individual agreeing to serve the ASWU as an elected or hired official and every group or individual officially sponsored or chartered by the ASWU shall:

- a. act in ways that are consistent with the mission and policies of Whitworth University and of the ASWU;
- b. be responsible for upholding all local, state, and national laws;

c. maintain a cumulative 2.5 G.P.A. throughout their tenure.

### **Section 3. ASWU Review Board**

- a. **Purpose:** The ASWU shall have a Review Board whose responsibility shall be to determine the consequences for misconduct of those individuals or groups under the jurisdiction of the ASWU. It is the duty of the Review Board to determine a response to misconduct that will benefit the ASWU as an organization.
- b. **Authority:** The Review Board shall determine the consequences for misconduct as outlined in the Whitworth University Student Handbook and shall guarantee confidentiality to the individual or group under review.
- c. **Selection:** The president shall be responsible for selecting all members of the Review Board. However, Review Board membership must be approved by a majority vote of the Assembly.

## **Article X. Legislation**

### **Section 1. Voting Power**

- a. Legislation under this Constitution may be passed, failed, amended, or rescinded by a majority vote of the Assembly.
- b. Legislation that has been passed, failed, amended, or rescinded shall take effect immediately, unless otherwise stated within the legislation itself.

### **Section 2. Power of Initiative, Referendum, and Recall**

ASWU members may exercise their powers of initiative, referendum, and recall once any given petition is signed by ten percent of the student body and submitted to the president.

### **Section 3. Resolutions**

Assembly members may submit statements of opinion in the form of a resolution. If the resolution is approved by a majority vote of the Assembly, the resolution shall become the official policy, statement, or custom of the ASWU.

### **Section 4. Requisitions**

All ASWU members may request financial support of the ASWU by submitting a requisition to the financial vice-president. Rules pertaining to the process of requisitioning money can be found in the Financial Standard Operating Procedures.

## **Article XI. Amendments and Revisions to the Constitution**

### **Section 1. Amendments and Revisions**

Articles of amendment or revisions of this Constitution may be placed on an ASWU ballot by a two-thirds vote of the Assembly, or a petition containing the signatures of ten percent of the members of the ASWU.

### **Section 2. Ratification**

Articles of amendment or revisions of this Constitution shall be ratified by a two-thirds vote of the members of the ASWU casting ballots on the proposal, as certified by the Student Elections Committee.

## **Article XII. By-Laws**

### **Section 1. Authority**

The By-Laws of the ASWU shall be the means by which the Articles of this Constitution are implemented and the guidelines and procedures by which the ASWU operates.

### **Section 2. Amendments and Revisions**

Articles of amendment or revisions of the By-Laws may be proposed by members of the Assembly.

### **Section 3. Ratification**

Articles of amendment or revisions of the By-Laws must be ratified by a two-thirds vote of the Assembly.

## **Article XIII. Interpretation of the Constitution and its By-Laws**

Any ASWU member may request the president to provide an interpretation of this Constitution and its By-Laws.