



Updated Spring 2021

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 money and properties, do hereby form this association and agree to be governed by this Constitution and its Bylaws.

Article I. Name, Eligibility, 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. Eligibility

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

Section 3. Privileges

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

- 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, if in good standing with the University;
- c. to represent the ASWU in intercollegiate activities.

Article II. Principal Duties

The ASWU's principle duties shall be:

- a. to ensure that all students are represented fairly to the student body, administration, faculty and staff, and the larger Whitworth 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, and will be reviewed annually.

Article IV. Organizational Structure: Executive Body

Section 1. The executive body shall consist of a President, a Vice-President, a Financial Director, and a Communications Director.

- a. **President:** The duties of the President shall be to lead and direct the ASWU organization; serve as chief liaison between the ASWU, faculty, staff, and larger Whitworth community; to oversee all committees; chair the Review Board; and chair the Assembly meetings.
- b. **Vice-President:** The duties of the Vice-President shall be to serve as chief of Assembly; chair the Student Elections Committee.
- c. **Financial Director:** The duties of the Financial Director shall be to oversee all fiscal matters pertaining to the ASWU; and serve as chairperson of the Finance Committee and Budget Committee.
- d. **Communications Director:** The duties of the Communications Director shall be to keep records of attendance and minutes of all ASWU Assembly meetings; to support the other executives; and organize materials for the rest of the ASWU organization.

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. Assembly Membership

- a. **Senators:** Each residence hall (besides the Village), the Neighborhood, the international community, and off-campus shall have a senator whose term shall consist of one academic year.

- b. **Representatives:** All representatives shall have a term of one academic year and be elected at the beginning of the academic year for which they serve. Representatives shall serve as advocates for specific groups of students, such as incoming students, the Village, or the off-campus population.

Section 3. Meetings

The Assembly shall convene weekly, beginning 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 organization. The Director of Student Activities shall serve as an advisor to the ASWU organization.

Section 2. Program Assistant

The ASWU organization shall have a Program Assistant who will be responsible to the Director of Student Activities and shall not be a full-time student.

Section 3. Student Employees

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

Section 4. Coordinators

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

Article VII. Elections

Section 1. Elected Positions

The student body shall elect all executive officers (except for the Communications Director) senators, and representatives.

Section 2. Eligibility

In order to be eligible to run for and hold an ASWU office or be an employee of the ASWU organization, the student must be in good standing with the University.

Section 3. 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 4. Ballot Requirements

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

Section 5. Election Procedures

- 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 40 percent of the votes cast, a re-election shall be held within four days of the closing of the general election's polls.
- 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 with the write-in candidates who meet the qualifications as official candidates.

Section 6. 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/their duties, the vice-president shall assume the duties of the president. Likewise, in the temporary absence of the president, the vice-president shall fulfill the duties of the president.

Section 2. Vice-President

In the event that the Office of the Vice-President is vacated, or the Vice President is no longer able to fulfill his/her/their duties, the Executive Committee shall select a qualified assembly member to assume his/her/their position and duties which must be approved by a majority vote of the assembly.

Section 3. Financial Director

In the event that the Office of the Financial Director is vacated, or the Financial Director is no longer able to fulfill his/her/their duties, the Executive Committee shall select a qualified assembly member to assume his/her/their position and duties Which must be approved by a majority vote of the assembly.

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/their duties, an interim senator or representative shall be appointed by the vice president until an election can be held if necessary. If the vacancy occurs in the fall, an

election should be held within a month. If the vacancy occurs in the spring, the appointee shall serve the remainder of the term.

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 Bylaws 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 officer of an officially sponsored or chartered club by 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 and remain in good standing with the university..

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 organization. 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 when the situation arises. However, Review Board membership must be approved by a majority vote of the Assembly.
- d. **Structure:** The Review Board shall consist of at least five members, including at least three members of the ASWU organization, and two students at large.

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. Recall can only be used within the same academic year.

Section 3. Resolutions

Assembly members may submit statements of opinion in the form of a resolution. If the resolution is approved by two thirds vote of the Assembly, the resolution shall become the official policy, statement, or custom of the ASWU. Past resolutions may be vetoed by the Assembly by a two thirds vote.

Section 4. Requisitions

All ASWU members may request financial support of the ASWU by submitting a requisition to the Financial Director. 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. Bylaws

Section 1. Authority

The Bylaws 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 organization operates.

Section 2. Amendments and Revisions

Articles of amendment or revisions of the Bylaws may be proposed by members of the Assembly.

Section 3. Ratification

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

Article XIII. Interpretation of the Constitution and its Bylaws

Section 1.

Any ASWU member or group may request the President to provide an interpretation of this Constitution and its Bylaws.

Section 2. Appellate Process

If the interpretation given by the president is unsatisfactory, the individual or group asking for the interpretations may appeal to the assembly for the correct interpretation. The assembly must approve a correct interpretation by a vote of two thirds of the assembly for constitutional interpretations, and a majority for Bylaw interpretations.