

Associated Students Of Western Kentucky University

CONSTITUTION

Preamble:

We the students of Western Kentucky University, in order to represent the student body more effectively; to further the interest and provide for the general welfare of the students; to uphold and promote the ideals, principles, and objectives of the University; by the authority of the University do hereby establish this constitution.

Article I. Name and Membership

Section 1. Name
The name of this Association shall be the Associated Students of Western Kentucky University, hereinafter called Associated Students.

Section 2. Membership
Any person duly registered as a full-time undergraduate student at Western Kentucky University is considered to be a member of the Associated Students. All members shall hold equal voting rights in the Associated Students except as otherwise provided in this constitution. Subject to other applicable qualifications, all members will be eligible to hold office in the Associated Students.

Section 3. Organization
The Associated Students shall consist of an Executive Branch, a Legislative Branch and a Judicial Branch; Committees established by the constitution; Committees established by the president of Associated Students and by Congress, and a Student Affairs Board.

Article II. Executive

Section 1. There shall be a president, a vice president, a secretary and a treasurer of the Associated Students elected by the student body in campus-wide elections.

Section 2. President
a. To qualify as a candidate for the office of president, a person must meet the following requirements:

1. shall have earned a minimum of forty-five (45) semester hours of college credit with a grade point standing of 2.25 or higher.
2. must be in good standing with the University, i. e. not on academic or disciplinary probation.
3. shall have been in attendance at Western Kentucky University two regular semesters as a full-time undergraduate student immediately preceding candidacy for office.
4. shall make a written declaration to the Rules and Elections Committee of intention to serve the term of office.
5. The president shall:
 1. serve as the chief executive of the Associated Students.
 2. represent the Associated Students on occasions requiring such representation in cooperation with the University.
 3. enforce the provisions of this constitution and enactments of Congress.
 4. preside over all meetings of Congress and the Executive Council.
 5. call special meetings of the Executive Council or Congress provided adequate notification is given all members.
 6. after consultation with and approval of the Executive Council, recommend chairmen and representatives of all constitutional committees to Congress for approval.
 7. establish and appoint members to special committees.
 8. be a non-voting member of Congress except to resolve a tie vote.
 9. in consultation with the Executive Council, prepare and submit to the secretary an agenda of business to be transacted by Congress at least ten days prior to the meeting of Congress.

Section 3. Vice President

- a. To qualify as a candidate for the office of vice president, a person must meet the following requirements:
 1. shall have earned a minimum of forty-five (45) semester hours of college credit with a grade point standing of 2.25 or higher.
 2. must be in good standing with the University, i. e. not on academic or disciplinary probation.
 3. shall have been in attendance at Western Kentucky University two regular semesters as a full-time undergraduate student immediately preceding his candidacy for office.
 4. shall make a written declaration to the Rules and Elections Committee of intention to serve the term of office.
- b. The vice president shall:
 1. in the absence of the president assume the duties of that office.
 2. coordinate the activities of all committees and serve as an ex-officio member of all constitutional committees.
 3. assist the president in all matters of concern to the president.
 4. inform the news media of the actions of Congress.
 5. serve as chairman of the Student Activities Committee.
 6. be a voting member of Congress.
 7. succeed to the presidency if and when that office becomes vacant.
- c. In the event that the vice president is unable to fulfill the term

of office, because of illness, withdrawal or failure to maintain the requirements of the office, the position shall be filled for the remainder of the term by a person elected by and from Congress.

Section 4. Secretary

a. To qualify as a candidate for the office of Secretary, a person must meet the following requirements:

1. shall have earned a minimum of fifteen (15) semester hours of college credit with a grade point standing of 2.25 or higher.
2. must be in good standing with the University, i. e. not on academic or disciplinary probation.
3. other than first year students shall have been in attendance at Western Kentucky University two regular semesters as a full-time undergraduate student immediately preceding candidacy for office.
4. shall make a written declaration to the Rules and Elections Committee of intention to serve the term of office.
- b. The secretary shall:
 1. take minutes of Congress and the Executive Council meetings.
 2. keep a file of bills, committee reports, minutes and other necessary documents.
 3. be responsible for official correspondence as required by the office and as may be directed by the president of the Associated Students.
 4. assist the vice president in keeping the news media advised of Associated Student activities.
 5. record and release proposed agenda for all forthcoming congressional meetings.
 6. be a voting member of the Congress.
- c. In the event that the secretary is unable to fulfill the term of office, because of illness, withdrawal or failure to maintain the requirements of the office, the position shall be filled for the remainder of the term by a person elected by and from Congress.

Section 5. The Treasurer

a. To qualify as a candidate for the office of treasurer, a person must meet the following requirements:

1. shall have earned a minimum of fifteen (15) semester hours of college credit with a grade point standing of 2.25 or higher.
2. must be in good standing with the University, i. e. not on academic or disciplinary probation.
3. other than first-year students shall have been in attendance at Western Kentucky University two regular semesters as a full-time undergraduate student immediately preceding candidacy for office.
4. shall make a written declaration to the Rules and Elections Committee of intention to serve the term of office.
- b. The treasurer shall:
 1. supervise and be responsible for the financial affairs of the Associated Students.
 2. make complete and detailed financial reports to the Executive Council and Congress at the beginning and end of each semester.
 3. expend funds as authorized by the Student Congress.
 4. keep complete records of financial transactions.
 5. serve as chairman of the Finance Committee.
 6. be a voting member of Congress.
 7. submit financial records for an official audit two weeks prior to conclusion of the term of office.
 8. perform other duties as designated by Congress in the area of financial affairs.
- c. In the event that the treasurer is unable to fulfill the term of office, because of illness, withdrawal or failure to maintain the requirements of the office, the position shall be filled for the remainder of the term by a person elected by and from Congress.

Section 6. There shall be an Executive Council

which shall consist of the president, vice president, secretary, treasurer of the Associated Students and three representatives elected by and from Congress.

- a. The Executive Council shall:
 1. carry out the policies and directives established by Congress in accordance with this constitution.
 2. make proposals on matters of policy and recommend plans of action for consideration by Congress.
 3. process all applications of student organizations for recognition except Greek letter social fraternities (Article III, Section 7-E) and present findings and/or recommendations to Congress.
 4. hear and give preliminary approval to the budget subject to action of Congress.
 5. hear and approve the activity agenda for each semester.
 6. have any other function as may be designated by Congress.
- b. A majority of the members of the Executive Council may convene the Council provided all members have been notified.

Article III. Legislative

Section 1. The legislative branch shall be the Student Congress, hereinafter called Congress.

Section 2. The officers of the Associated Students shall serve as the officers of Congress.

Section 3. The Congress shall have all

legislative authority of the Associated Students of Western Kentucky University.

Section 4. The Congress shall be composed of the following:

- Senior Council - president, vice president and one representative at large
- Junior Council - president, vice president and one representative at large
- Sophomore Council - president, vice president and one representative at large
- Freshman Council - president, vice president and one representative at large
- Professional and Honor groups - one representative
- Departmental Clubs - one representative
- General Clubs - one representative
- Interfraternity Council - two representatives
- Panhellenic Council - two representatives
- Residence halls (men) - two representatives
- Residence halls (women) - two representatives
- At large representatives - two representatives

Section 5. Except as set forth in other parts of the constitution, representatives shall have the following qualifications:

- a. must be enrolled as a full-time undergraduate student.
- b. must be in good standing with the University, i. e. not on academic or disciplinary probation.
- c. except freshman class representatives, a representative shall have been in attendance at Western Kentucky University one semester immediately preceding candidacy for Congress.
- d. all representatives must have a 2.0 academic standing or higher.
- e. representatives for the three upper classes shall have the following minimum semester hours including current academic load to qualify to represent their respective classes: Sophomore - 25 hours, Junior - 55 hours, Senior - 85 hours.

Section 6. Vacancies in Congress except as otherwise specified in this constitution shall be filled by the electoral unit whose Congressional seat is vacant in a manner acceptable to the Rules and Elections Committee.

Section 7. The Congress shall:

- a. establish policies and programs necessary for the proper functioning of the Associated Students in compliance with the principles and provisions embodied in this constitution.
- b. perform the following specific functions as previously delegated in this constitution:
 1. hear and give final approval of the budget.
 2. approve constitutional appointments.
 3. extend the jurisdiction and activities of the various constitutional committees when necessary.
 4. function as a judicial body in impeachment proceedings.
- c. have present two-thirds of its total membership for consideration of business.
- d. delegate, when necessary, executive power to the Executive Council for fixed periods of time and within prescribed areas of authority by a three-fourths vote of Congress.
- e. rule on petitions from student organizations seeking recognition by the University except Greek letter social fraternities who are subject to the governing powers granted to the Interfraternity Council and the Panhellenic Council by the University. A two-thirds affirmative vote recommends that the petitioning group be recognized by the University.
- f. have authority to propose modification or change in University policies affecting the activities and welfare of students.

Article IV. Judicial

Section 1. There shall be a Judicial Council consisting of seven (7) student members appointed by the Executive Council and approved by Congress.

Section 2. To qualify as a member of the Judicial Council, a person must meet the following qualifications:

- a. shall have junior or senior classification at the time duties are assumed.
 - b. shall have been in attendance at Western Kentucky University one academic year as a full-time undergraduate student preceding appointment.
 - c. shall have an academic standing of 2.25 or higher.
 - d. shall be in good standing with the University and have no record of serious difficulties.
 - e. shall not be a member of Congress nor have been a candidate for an executive office of the Associated Students for the year in which appointed to serve.
- Section 3.** Term of Office and Organization of Council
- a. Three members of the Council shall be appointed to terms of two years each, and four members of the Council shall be appointed to terms of one year each.
 - b. The members of the Council shall be appointed to take office not later than the second Thursday after fall registration.
 - c. The full membership of the Council shall meet during the week following appointment and elect a chairman and a vice chairman from its membership.
 - d. Vacancies on the Council shall be

filled in the same manner that appointments to the Council are made.

Section 4. The Judicial Council shall:

- a. interpret and clarify the constitution and bylaws upon request of the Executive Council or Congress.
- b. act as a review board for any contested enactment or decisions that might arise within Congress and vacate such legislation or decision when in conflict with the constitution or bylaws.
- c. upon request of the Executive Council review proposed constitutions and bylaws of petitioning student organizations that seek recognition by the University.
- d. on appeal hear and adjudicate all election disputes arising under this constitution.
- e. hear and adjudicate election disputes for any student organization voluntarily submitting the disputes to the Council for settlement.
- f. on appeal hear and pass on the contested qualifications of any candidate for office in the Associated Students or Class Councils.
- g. hear student traffic violation cases that are referred by the Dean of Students or requested by the student.
- h. hear cases concerning student conduct referred to the Council by the Dean of Students.
- i. hear all cases involving offenses by student organizations that are referred to the Council by the Dean of Students, Congress or the Executive Council except:
 1. The jurisdiction of the Council shall not extend to any case involving the Interfraternity Council or the Panhellenic Council if such cases arise from any matter subject to the governing powers granted to these Councils by the office of the Dean of Students and deemed by that office to be wholly internal to the respective Councils and their constituent organizational members.
 2. The jurisdiction of the Council shall extend to all cases involving the Interfraternity Council, the Panhellenic Council or any other governing council provided the subject matter of the case is deemed to be of college-wide importance and thus external to the area of governmental power granted to the respective Councils. The final interpretation of "internal" and "external" as above used, in the case of any dispute as to the meaning of these terms, shall be left to the judgment of the Dean of Students, whose decision shall be binding on all parties to the dispute.

Section 5. The Board shall convene at the request of the chairman or any two members of the Board.

Article V. Constitutional Committees

Section 1. There shall be three Constitutional Committees: Rules and Elections, Finance and Student Activities.

Section 2. The following requirements for committee structure and membership shall apply to all constitutional committees.

- a. Each constitutional committee shall consist of five (5) members at least two of whom shall be seniors during their term of office. Appointments are to be made as set forth in Article II, Section 2, Item B-6.
 - b. Qualifications shall be the same as for members of Congress.
 - c. The members of committees shall be appointed to take office before spring commencement.
 - d. Except as provided elsewhere in this constitution, all committee chairmen shall be appointed in the same manner as committee members.
- Section 3.** Constitutional Committees shall perform actions and duties as may be directed by Congress or the Executive Council.
- Section 4.** The chairman shall call and preside over committee meetings and make committee reports to Congress.
- Section 5.** The Rules and Elections Committee shall:
 - a. propose and execute all election laws directly affecting the Associated Students.
 - b. decide all disputes arising from elections under this constitution subject only to appeal to the Judicial Council. (Article IV, Section 4, Item D)
 - c. report the existence of vacancies at each meeting of Congress.
 - d. receive, consider and report on proposed amendments to the constitution and/or bylaws.
- Section 6.** The Finance Committee shall:
 - a. prepare and submit an annual budget to the Executive Council for study and preliminary approval before submission to Congress for final approval.

b. assist the treasurer in financial affairs of Associated Students.

Section 7. The Student Activities Committee shall:

- a. provide additional balanced programs of social, cultural and other student-centered activities of campus-wide importance throughout the school year for the enjoyment and benefit of the student body and the University community.
- b. at the beginning of each semester and each month, compile a calendar of campus student events and activities and make same available through appropriate news media to all members of the Associated Students.
- c. maintain a bulletin board in the Student Center which shall be for the listing and advertising of meetings, events, and activities of the Associated Students.
- d. co-ordinate the activities of the several student organizations on campus.

Article VI. Student Affairs Board

Section 1. There shall be a Student Affairs Board.

Section 2. Membership
The Board shall be composed of the following nine (9) members, each with equal voice and voting privileges.

- Dean of Students, Chairman
- Assistant Dean of Students
- Dean of Women
- Two members of the faculty appointed by the President of the University
- President of the Associated Students
- Vice President of the Associated Students
- Chairman of the Judicial Council
- One member appointed by and from the Executive Council of the Associated Students

Section 3. Purposes and Functions

- a. The Board shall act as an advisory and arbitrational body in all matters of concern to the Associated Students and the University.
- b. The Board shall rule on any directive and/or legislation issued from the various branches or committees of the Associated Students when such directives or legislation enters areas not specified in the constitution nor authorized by the University.
- c. Decisions of the Board shall be binding on all parties.

Section 4. The Board shall consider only those matters referred to it by the president of the Associated Students, the Dean of Students, or the President of the University except those persons or organizations who are appealing a decision of the Judicial Council.

Section 5. The Board shall convene at the request of the chairman or any two members of the Board.

Article VII. Advisor

The advisor of the Associated Students shall be the Dean of Students. The advisor shall consult and advise the Associated Students in matters of concern to the Associated Students and the University.

Article VIII. Budget

Section 1. The Finance Committee shall prepare an annual budget of estimated revenue and expenditures. The budget shall become operative after approval of Congress.

Section 2. The Associated Students activities and programs shall be financed as per prior agreement by policy to be determined by Congress and the President of the University which will be in keeping with standard University budgetary practices. As soon as possible it is proposed that a standard fee be the basis of the budget financing.

Section 3. The Business Office shall be requested to serve as collector and custodian of the Associated Student funds.

Article IX. Term of Office

The president, vice president, secretary and treasurer of the Associated Students and all members of Congress shall assume the duties of office during the second week of May and shall serve for one calendar year.

Article X. Vacancies

Except as provided elsewhere in this constitution all vacancies shall be filled by presidential appointment subject to approval of Congress.

Article XI. Impeachment and Recall

Any member of Congress may be removed from office for just cause by three-fourths vote of Congress acting as a judicial body. Voting must be by secret ballot. Impeachment proceedings to be instituted require the endorsement of at least five members of Congress. A final vote on impeachment proceedings may not be called until at least ten days after the proceedings are instituted. Any expelled representative may be re-admitted upon submission of a petition and approval of a three-fourths vote of Congress.

Article XII. Bylaws

The Congress shall establish its bylaws by a two-thirds vote. Amendments reported out of the Rules and Elections Committee shall require a two-thirds vote. All election laws and regulations must be in the bylaws.

Article XIII. Amendments

The constitution may be amended by a two-thirds vote of the full membership of Congress and subsequent ratification in a regular election by a majority of the student body voting. All changes in the constitution are subject to approval by the University.

Article XIV. Ratification

This constitution shall become effective when approved by the University and ratified by a majority vote of the student body voting.