



EASTERN

WASHINGTON UNIVERSITY

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ASSOCIATED STUDENTS OF
EASTERN WASHINGTON UNIVERSITY

ASEWU REVIEW AND PROPOSAL AGENDA
Thursday, April 11th, 2019
Pence Union Building, Room 207J, 3:30 p.m.

1. Call to Order
2. Roll Call
 - Connor Attridge, Speaker Pro-tem
 - Sarahi Gutierrez, ASEWU, Academic Affairs
 - Forrest Wallace, ASEWU, Athletic Affairs and University Advancement
 - Angelica Garcia-Macias, ASEWU, Legislative Affairs
 - Taylor Coffell, ASEWU Superior Court, Clerk
 - Brian Moore, ASEWU, Director of Elections
 - Stacey Reece, SAIL, Director
 - Grace Callahan, ASEWU, Program Support Supervisor
 - Raul Sanchez, ASEWU Superior Court, Chief Justice
3. Unfinished Business
 - a. Bill 2018-19/306
4. New Business
 - a. Bill 2018-19/116
 - b. Bill 2018-19/701A
 - c. Bill 2018-19/307
5. Announcements
 - a. The next meeting is April 23, 2019 at 3:30pm in PUB 207J.
6. Adjournment

Bill: 2018-19/306
Disposition: First Reading
Date of Disposition: _____
Date Introduced: _____

An act relating to the School Spirit and Traditions Committee.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

The purpose of the ASEWU Spirit and Traditions Committee is to present the opportunity for the discussion and recommendations of traditions and school spirit, to clarify the definition of tradition, to be advisory to the Vice President of Students Affairs, and to move forward as a unified front on all aspects of school spirit. This committee will be the record keeper of past and current traditions as the culture of the university continues to change to adapt to the needs of the students.

SECTION 2: Membership

The membership of the committee shall consist of the following.

- A. The ASEWU athletic affairs and university advancement representative.
- B. The ASEWU public relations specialist.
- C. Three (3) students at large appointed by the ASEWU president with the advice and consent of the ASEWU Council.
- D. An ASEWU cabinet member or ASEWU Council Representative.
- E. The ASEWU President.

The non-voting membership of the committee shall consist of the following.

- A. One (1) Alumni of the university.
- B. One (1) member of the Cheney community.
- C. The Athletic Director or designee.
- D. Vice-President of Student Affairs or designee.
- E. Any other students and university official who wants to attend the committee meetings.

SECTION 3: Chairpersons

The chairpersons for the School Spirit and Traditions Committee shall be the ASEWU President and one ASEWU Cabinet member or Council representative. The chairpersons shall be responsible for the following requirements.

- A. Chair all School Spirit and Traditions Committee meetings.
- B. Ensure accurate records are being kept.
- C. Bring pertinent materials and information to meetings.
- D. Present a report to the ASEWU Council on a monthly basis (excluding summer quarter).
- E. The ASEWU president will vote only in the event of a tie.

SECTION 4: Meetings

The committee shall meet no less than once (1) a month during the academic year (excluding Summer Quarter).

SECTION 5: Voting

- A. Quorum for the spirit and traditions Committee is a majority of its voting members.
- B. Vacant positions shall not be included in the voting rights.

SECTION 6: Responsibilities

The committee shall be responsible for the following requirements.

- A. Promote and educate student, faculty, staff and community members on the history and accomplishments of the EWU community.
- B. Advise and provide support for ideas to athletics, ASEWU, administration, alumni association, and any other related organizations that pertain to traditions of the university.
- C. Survey students, staff, and faculty on different issues related to spirit and tradition.
- D. Identify and promote events on campus that build university spirit and tradition.

SECTION 7: Vacancy

Upon the occurrence of a vacant student-at-large position, the ASEWU Council can approve an ASEWU-appointed official to that position until a qualified student-at-large applies. Upon appointment of a student-at-large, the ASEWU official shall relinquish their committee position.

SECTION 8: Removal of Members

Any student at large member of the spirit and traditions Committee may be removed from the committee for failure to meet their responsibilities by a resolution from the spirit and traditions Committee that is approved by two-thirds (2/3) vote of the ASEWU Council.

SPONSOR: Dante Tyler

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/116
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the stipend for all members of the ASEWU.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

Elected and appointed members of the ASEWU shall be given a stipend based upon the information provided below, in accordance with Article II, Section VII of the ASEWU Constitution.

SECTION 2: Stipends

All stipends and wages shall be determined by the following criteria.

- A. The ASEWU president shall receive a quarterly stipend of five-thousand - forty-two dollars and fifty cents (\$5241.50). The ASEWU president shall receive a quarterly stipend for the summer.
- B. The ASEWU executive vice president and the ASEWU finance vice president shall each receive a quarterly stipend of five-thousand-forty-two dollars and fifty cents (\$5041.50). The ASEWU vice presidents shall receive a quarterly stipend for the summer.
- C. The ASEWU Council representatives shall each receive a quarterly stipend of two-thousand-nine-hundred-ninety-three dollars and thirty-three cents (\$2993.33), excluding summer quarter.
- D. The ASEWU Council clerk shall receive a quarterly stipend of two-thousand-eight-hundred-thirty-four dollars and thirty-three cents (\$2833.34), excluding summer quarter.
- E. The ASEWU Superior Court chief justice shall receive a quarterly stipend of five-thousand-forty-two dollars and twenty-five cents (\$5041.25). The chief justice shall receive a quarterly stipend for the summer provided they work and maintain hours for that time.
- F. The ASEWU Superior Court associate justices shall each receive a quarterly stipend of two-thousand-eight-hundred-thirty-three dollars and thirty-four cents (\$2833.34), excluding summer quarter.
- G. The ASEWU Superior Court clerk shall receive a quarterly stipend of two-thousand-one-hundred-thirty-three dollars and thirty-four cents (\$2133.34), excluding summer quarter.
- H. The ASEWU Cabinet members shall each receive a quarterly stipend of two-thousand-one-hundred-thirty-three dollars and thirty-three cents (\$2133.33), excluding summer quarter.
- I. The ASEWU legislative liaison shall receive an additional stipend of three (3) monthly payments of two-thousand dollars (\$2,000.00) to be distributed the first pay period of winter quarter.
- J. Any other council assistants and court assistants shall receive a stipend based on an hourly rate of the state or federal minimum wage, whichever is greater.

SECTION 3: Limitations

Stipends and/or wages for all elected and appointed members of ASEWU shall only be decreased by the ASEWU Council with a unanimous vote of the voting membership.

Stipends and/or wages for all elected and appointed members of ASEWU shall only be increased by the ASEWU Council with a unanimous vote of the voting membership or in cases to comply with Washington state and federal minimum wage laws.

SECTION 4: Effective Date of Bylaw

This bylaw will take effect on June 16, 2019.

SECTION 5: Rescinded

Bylaw 2012-13/116A is hereby rescinded.

SPONSOR: Alicia Decker and Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/701A
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act establishing the duties of the ASEWU Superior Court.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

The ASEWU Superior Court shall be authorized to act on all cases and controversies that arise under the ASEWU Constitution and/or Bylaws.

SECTION 2: Responsibilities

Each ASEWU Superior Court justice shall be responsible for the following requirements.

- A. Attend all scheduled hearings and sessions.
- B. Upon appointment to the ASEWU Superior Court, undergraduate and graduate ASEWU Superior Court justices must be enrolled at EWU with six (6) or more credits each quarter during their tenure in office (excluding summer quarter).
- C. Be familiar with the ASEWU Constitution, Bylaws, the latest edition of *Robert's Rules of Order Newly Revised*, the ASEWU Code of Ethics and the EWU Student Conduct Code.
- D. Attend all regular ASEWU trainings, workshops, and retreats.
- E. Sign and abide by the most recent ASEWU Code of Ethics approved by the ASEWU Council.
- F. Attend at least one (1) ASEWU hosted event per quarter not hosted by the ASEWU Superior Court (excluding summer quarter).
- G. Serve on the Student Disciplinary Council when requested.
- H. Conduct twice annual reviews as per bylaw 707.
- I. Participate in the performance evaluations conducted by the review board for justices as outlined in bylaw 708.
- J. Host at least one (1) tabling event per quarter to promote the services of ASEWU Superior Court and/or ASEWU to students (excluding summer quarter).
- K. Host and/or collaborate at least ~~two (2) one (1) events~~ per ~~year quarter~~ ~~(excluding summer quarter)~~ that provides information or a service to students.

SECTION 3: ASEWU Superior Court Associate Justices

ASEWU Superior Court associate justices shall be responsible for the following requirements.

- A. Attend one (1) ASEWU Council meeting or work session per quarter.
- B. Serve on two (2) committees of the ASEWU and/or the university, ensuring that a member of the Court is present at Pence Union Building Board (PUB Board), the Residency Appeals Committee, University Recreation Center Governance Board (URCGB), Finance Committee and Academic Appeals meetings.
- C. Meet monthly with assigned ASEWU members to assist with and review the ASEWU Constitution and Bylaw requirements.

- D. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the ASEWU Superior Court justice is not a member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQA+, immigration, etc. These events must be approved by the ASEWU Superior Court chief justice in written form.
- E. Other duties as assigned by the ASEWU Superior Court chief justice.

SECTION 4: The ASEWU Superior Court Chief Justice

The ASEWU Superior Court chief justice shall be responsible for all duties as per Article IV, Section 9 in the ASEWU Constitution and shall be responsible for the following requirements.

- A. Attend all ASEWU Council meetings and work sessions including special and executive sessions, and provide weekly reports pertaining to Court business and concerns with speaking rights limited to point of information, point of order, advisement of constitutional requirements and weekly reports.
- B. Attend Review and Proposal (R & P) Committee meetings and assist with authoring/changing of the 700 series bylaws.
- C. Meet three (3) times per quarter with the dean of students or designee;
- D. Provide the ASEWU Council with training regarding the ASEWU Bylaws, ASEWU Constitution, and applicable Washington state law.
- E. Meet two (2) ~~three (3)~~ times per quarter with the director of student rights and responsibilities office or designee to serve as a liaison between this administrative body and student government.
- F. Ensure that a member of the ASEWU Superior Court attends all Pence Union Building Board (PUB Board), the Residency Appeals Committee, Finance Committee, University Recreation Center Governance Board (URCGB) and Academic Appeals meetings.
- G. Ensure that all members of the ASEWU Superior Court are meeting their job requirements as outlined in this bylaw and follow current court disciplinary procedures if needed.
- H. Facilitate the training of the ASEWU Election Board.
- I. Attend no less than two (2) non-ASEWU hosted events per quarter (excluding summer quarter) that the ASEWU Superior Court chief justice is not a current member of or any affiliation with the sponsoring organization. One (1) of the two (2) events must be related to diversity and inclusion. This can include, but is not limited to, events focusing on gender, economic inequity, language, sexuality, mental health, ability, race, LGBTQA+, immigration, etc. These events must be approved by an ASEWU executives in written form.
- J. Meet monthly with the ASEWU president, executive vice president, finance vice president, and speaker pro tem to assist with and review the ASEWU Constitution and Bylaws.
- K. Provide the ASEWU president, executive vice president, and the finance vice president with a written appraisal of all members of the ASEWU Superior Court's performances to date one week prior to the court justice twice-annual performance evaluations.

SECTION 5: Office Hours

ASEWU Superior Court Associate Justices shall establish, maintain, and document a minimum average of ~~twelve (12)~~ fifteen (15) hours per week (excluding finals week) of the current academic quarter (excluding summer quarter). These hours shall consist of the following requirements.

- A. Be approved by the ASEWU Superior Court by the second ASEWU Superior Court meeting of the quarter.
- B. Be established and posted in the ASEWU offices by the end of the second week of the current academic quarter (excluding summer quarter). All changes shall be approved by the ASEWU Superior Court.
- C. No less than ~~six (6)~~ nine (9) of the said hours shall be spent weekly with the following requirements.
 1. Between the hours of 8:00 a.m. and 5:00 p.m. in the ASEWU Cheney office of any regular university day.
 2. Between the hours of 8:00 a.m. and 6:00 p.m. in the EWU Spokane student services office of any regular university day.
 3. Between the hours of 8:00 a.m. and 8:00 p.m. in the student organizations suite on the Cheney campus of any regular university day.
 4. ~~Four (4)~~ Six (6) of these scheduled office hours must be spent in the ASEWU Cheney office. All out of office hours must be documented
 5. Office hours shall not be required during the scheduled days of performance evaluations.

The ASEWU Superior Court Chief Justice shall establish, maintain, and document a minimum average of twelve (12) hours per week (excluding finals week) of the current academic quarter and summer. These hours shall consist of the following requirements.

- D. Be approved by the ASEWU Superior Court by the second ASEWU Superior Court meeting of the quarter.
- E. Be established and posted in the ASEWU offices by the end of the second week of the current academic quarter (excluding summer quarter). All changes shall be approved by the ASEWU Superior Court.
- F. No less than six (6) of the said hours shall be spent weekly with the following requirements.
 6. Between the hours of 8:00 a.m. and 5:00 p.m. in the ASEWU Cheney office of any regular university day.
 7. Between the hours of 8:00 a.m. and 6:00 p.m. in the EWU Spokane student services office of any regular university day.
 8. Between the hours of 8:00 a.m. and 8:00 p.m. in the student organizations suite on the Cheney campus of any regular university day.
 9. Eight (8) of these scheduled office hours must be spent in the ASEWU Cheney office. All out of office hours must be documented
 10. Office hours shall not be required during scheduled days of performance evaluations.

SECTION 6: Meetings

The ASEWU Superior Court shall be responsible for the following requirements.

- A. Meet no less than six (6) times per quarter (excluding summer quarter).
- B. Set and post online or outside of the ASEWU Superior Court office an agenda twenty-four (24) hours in advance for each Court meeting.
- C. Formally record all Court meetings in accordance to the latest edition of *Robert's Rules of Order Newly Revised* and maintain a permanent file of the minutes. Minutes shall be posted online or distributed to the ASEWU Council within one (1) week of approval.
- D. Conduct all ASEWU Superior Court meetings as open meetings to the public.

SECTION 7: Reports

A monthly written report shall be submitted by each member of the ASEWU Superior Court and be presented at the ASEWU Council meeting specified by the executive vice president. Reports shall be submitted to all members of the ASEWU Council, executives, court and cabinet twenty-four (24) hours prior to the ASEWU Council meeting, not including weekends or holidays, and shall include the following requirements.

- A. Meetings and events attended.
- B. Communications with individuals pertinent to their position.
- C. Issues of concern to the ASEWU and any recommendations, if any.
- D. Future business and meetings.
- E. Other information, comments, etc. pertinent to ASEWU and/or ASEWU Superior Court.

SECTION 8: Exceptions

Exceptions to the performance of responsibilities by an ASEWU Superior Court Justice shall be permitted for any of the following reasons.

- A. Illness of said member.
- B. Family emergency.
- C. Campus closure.
- D. Any other reason deemed excusable by a simple majority of the ASEWU Superior Court.

In the event that any of the above reasons interfere with an ASEWU Superior Court justice's responsibilities, that person shall notify the ASEWU chief justice of the situation as soon as possible.

SECTION 9: Penalties

If an ASEWU Superior Court justice incurs two (2) or more unexcused absences in fulfilling their stated responsibilities as outlined in this bylaw and in the ASEWU Constitution for a given quarter, the Court may vote to make the ASEWU Superior Court justice inactive. When an ASEWU Superior Court justice is inactive, they are placed on probation and are not allowed to vote on any issue before the Court. The ASEWU Superior Court justice may become active again by regularly attending meetings and maintaining established hours during the one (1) month probationary period. When an ASEWU Superior Court justice is in inactive status after the one (1) month probationary period, the ASEWU

Council may remove the ASEWU Superior Court justice by a three-fourths ($\frac{3}{4}$) majority vote.

SECTION 10: Hearing Procedures

The following procedures will be followed at all hearing procedures:

- A. Hearing procedures will follow the guidelines set forth in the ASEWU Superior Court Standing Rules and Judicial Forms.
- B. The Superior Court shall act within ten (10) school days of the formal filing of the complaint with the chief justice. Such action shall include, but is not limited to, taking the complaint under advisement or rendering an opinion.
- C. The chief justice must notify both parties of the date, time and location of the hearing;
- D. The chief justice must notify the accused in writing of the accusation(s) charged by the complainant at least three (3) days prior to the hearing.
- E. The chief justice must make written copies of all Superior Court decisions available to the ASEWU president, dean of students or designee and all parties involved within seven (7) school days of the hearing.

SECTION 11: Guidelines for Judgments and Recommendations

Requests for a judgment or recommendation must be submitted to the chief justice in writing. No anonymous requests will be accepted.

The ASEWU Superior Court will process all properly submitted requests in an “expeditious” manner as define in Article I, section II, of the ASEWU Constitution.

SECTION 11: Vacancies

When a vacancy occurs on the ASEWU Superior Court, the chief justice must report the vacancy in writing to the ASEWU Council at their next regularly scheduled meeting.

SECTION 12: Standing Rules and Judicial Forms

All internal procedures and processes of the ASEWU Superior Court shall be administered according to ASEWU Superior Court Standing Rules and Judicial Forms.

SECTION 13: Effective Date of Bylaw

This bylaw will take effect on June 17, 2019.

SECTION 14: Rescinded

Bylaw 2017-18/701 is hereby rescinded.

SPONSOR: Raúl Sánchez

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date
(Veto override)

Bill: 2018-19/307
Disposition: _____
Date of Disposition: _____
Date Introduced: _____

An act relating to the ASEWU Student Needs Advisory Committee.
Be it enacted by the ASEWU Council that:

SECTION 1: Purpose

The Student Needs Advisory Committee, hereafter referred to as SNAC, shall provide students the opportunity to discuss issues on campus, receive feedback and relay the information to the ASEWU Council to advocate for the needs of students.

SECTION 2: Membership

The membership of the SNAC shall consist of the following items.

- A. ASEWU Health and Safety Services Representative.
- B. Three (3) students-at-large.
- C. One (1) graduate student-at-large.
- D. One (1) student member of the Residence Hall Association (RHA).

The non-voting membership of the SNAC shall consist of the following individuals.

- A. One (1) representative from health wellness and prevention services.
- B. One (1) representative from counseling and physiological services (CAPS).
- C. One (1) representative from community engagement.
- D. One (1) representative from housing and residential life.

Membership for students-at-large positions within this committee may continue into the next academic year provided that the member is a student of the university or otherwise voted upon by the majority of the ASEWU Council.

SECTION 3: Chairperson

The chairperson for the SNAC shall be the ASEWU student health and safety services representative. They shall be responsible for the following items.

- A. Chair all SNAC meetings.
- B. Ensure accurate records are being kept.
- C. Bring pertinent materials and information to meetings.
- D. Present a report of concerns to the ASEWU Council on topics discussed in the committee.
- E. Vote only in the event of a tie.
- F. Send draft of the agenda to the public relation specialist and/or website designee at least two (2) business days prior to the committee meeting.

SECTION 4: Meetings

The SNAC shall meet at least two (2) times per the quarter, excluding summer quarter, and as necessary.

SECTION 5: Voting

No official action shall be taken during any meeting of SNAC without the presence of a quorum. Quorum shall consist of a simple majority of the SNAC voting members.

SECTION 6: Responsibilities

The ASEWU Advisory Committee shall be responsible for the following items.

- A. Address and discuss issues relating to but not limited to student health, safety and services provided on campus.
- B. Recommend policies, strategies, and programs to university administration based on the concerns of students.
- C. Give student opinions to various departments on campus.
- D. Conduct surveys on campus as to receive feedback from students.

SECTION 7: Vacancy

In the event of a vacant student-at-large position, the ASEWU Council may approve a qualified ASEWU appointed official until the appointment of a new student to the committee. Upon said appointment, the ASEWU official shall relinquish their committee position.

SECTION 8: Removal of Members

Any student of the SNAC may be removed from the committee for failure to meet their responsibilities by a resolution from the SNAC that is approved by two-thirds (2/3) vote by ASEWU Council.

SECTION 9: Rescinded

Bylaw 2017-18/305 is hereby rescinded.

SPONSOR: Ashley Jenniges and Jessica Lo

COMMITTEE REFERRAL: Review and Proposal

ASEWU Executive Vice President Date

ASEWU President Date

ASEWU Speaker Pro Tem Date

(Veto override)