

TITLE III - THE SENATE

300.00 ESTABLISHMENT OF THE SENATE

The Senate shall be the opinion making body of ASUWT. It constitutes the representative voice of the students of the University of Washington Tacoma. Through its deliberations and powers as outlined in the ASUWT Constitution this body is responsible for guiding the Executive Board.

301.00 MEMBERSHIP

301.01 Core Representatives: Each academic program at the University of Washington Tacoma is entitled to one elected Senate representative. ASUWT recognizes the following academic units/colleges as academic programs:

~~Membership will be comprised according to the details outlined in the ASUWT Constitution. Academic units are defined as containing academic departments, schools, and colleges eligible for membership, as determined by the Constitution and UW Tacoma Profiles census data. Eligible academic units are labeled as colleges in the UWT Profiles system.~~

~~Currently UWT Profiles identifies the following academic units/colleges:~~

- Interdisciplinary Arts and Sciences: Culture, Arts, and Communication
- Interdisciplinary Arts and Sciences: Politics, Philosophy, and Public Affairs
- Interdisciplinary Arts and Sciences: Science and Mathematics
- Interdisciplinary Arts and Sciences: Social, Behavioral, and Human Sciences
- Interdisciplinary Arts and Sciences: Social and Historical Studies
- Engineering and Technology
- Urban Studies
- Education
- Social Work and Criminal Justice
- Nursing and Healthcare Leadership
- Business
- Pre-Major Student
- Graduate Student

Should a representative change their major or academic unit, the representative will be removed from office. Pre-Major senators are exempt as they only need to be pre-major at the time of election.

301.02 Senate Appointment Process: Additional senators may be appointed to the Senate to provide representation for student populations that may not otherwise be adequately reflected by senators from academic programs. All representatives are entitled to one seat. ASUWT recognizes the following as eligible at-large senators:

- First Year Student Senator
- Transfer Student Senator
- Court 17 Resident Senator
- First Generation College Student Senator
- Veteran Student Senator

Additional at-large Senate representatives may be created with amendments to this section in the ASUWT Bylaws.

301.03 Nomination Process

To ensure that all appointed senators can represent their designated demographic effectively, the following process will be conducted by the Senate:

1. Letter of Interest
 - a. Candidates interested in the position must submit a written Letter of Interest to the Speaker of the Senate.
 - b. The Speaker of Senate will then present the candidate to the ASUWT Senate at the next meeting for discussion in executive session of whether they will be moved forward in the process. With a majority vote, the ASUWT Senate may deny or accept to interview a candidate.
2. Interview
 - a. Once the ASUWT Senate has moved forward to interview a candidate, they will invite the candidate to the upcoming Senate meeting for an interview.
 - b. Candidates will deliver a 3-5 minute pitch outlining their qualifications, goals, and why they are the best fit for the role.
 - c. Senators will have the opportunity to ask candidate questions related to their Letter of Interest and readiness to fulfill the role's responsibilities.
3. Appointment
 - a. Following the interview, whether in the same meeting or in a future meeting, the Senate may hold a vote to appoint or reject the candidate. A simple majority of seated Senators is required for the appointment to be approved.

When the ASUWT Senate cannot meet quorum or has less than seven (7) senators, the ASUWT Executive Board may conduct this process until the Senate is able to conduct the process themselves. The Executive Board will ensure that the Senate is well-informed and provided opportunities to be included in the process.

~~301.02 Senate seat(s) will also be made available for Graduate students, the number to be determined as described in 301.03. As there is no Graduate School, Graduate Senator(s) may be elected from any program. The Graduate Senator(s) will represent the views and needs of all graduate students, regardless of program, at UW Tacoma.~~

~~301.03 Should a representative change their major or academic unit (as properly established and confirmed by the registrar), the representatives' seat will be considered vacant and they will be removed from office. Pre-Major senators are the exception to this as they need only be pre-major at the time they are elected.~~

302.00 SPEAKER OF THE SENATE AND THE SENATE CHAIR

302.01 By the end of the first Senate meeting of the academic year, the Senate shall have elected a Speaker from among their membership. The selection process for Speaker is as follows:

1. All senators interested in becoming the Speaker of the Senate must email the Director of Internal Affairs at least 48 hours before the first Senate meeting to express their interest, with no exceptions permitted.
2. Once the window to submit interest is up, the Director of Internal Affairs will compile a list of candidates as well as an order for them to give their speeches.
3. Speaker of the Senate candidates will present a 3-5 minute speech (written by themselves without the usage of artificial intelligence) as for why they would be best for the position. Following the last speech, a majority rules vote will take place to choose the Speaker of the Senate.

302.02 Powers and responsibilities of Speaker shall be as follows:

1. Act as a unifier and a mediator, while also reminding officials of ASUWT's need to represent all students.
2. Represent the Senate by sitting as a non-voting member on the Executive Board, attending all Board meetings unless otherwise excused.
3. Act as Senate Chair

TITLE IV - THE EXECUTIVE BOARD

400.00 ESTABLISHMENT OF THE EXECUTIVE BOARD

The Executive Board shall be the governing body of ASUWT. Control of ASUWT operations is vested in an Executive Board of ~~seven~~ ~~ten~~ voting members, as follows:

- a. President
- b. Vice President
- c. Director of Outreach
- d. Director of Finance
- e. Director of Student Technology
- f. Director of Legislative Affairs
- g. Director of Internal Affairs
- h. Director of Undergraduate Affairs
- i. Director of Graduate Affairs
- j. Director of Equity & Accessibility

401.00 POWERS AND RESPONSIBILITIES OF THE BOARD

401.01 The Executive Board, voting as a whole, shall have the power and responsibility to:

1. Act as the official governing body of the recognized student government association at the University of Washington Tacoma under Washington State law.
2. Represent the interests and opinions of students at the University of Washington Tacoma before University faculty and administration, the local community, and local, state, and federal government officials.
3. Work in conjunction with other University of Washington campuses, and other educational institutions, to advance the interests of the University of Washington Tacoma and its students.
4. Have sole authority to approve the appointment of University of Washington Tacoma students to University committees.
 - a. Appointments to SAFC and STFC are to be made as outlined in their respective bylaws.
5. Approve or deny in its entirety a proposal for student technology fee levels and expenditures.
 - a. Ratification of an STFC allocation budget requires a two-thirds (2/3) vote of the Executive Board.
 - b. The Executive Board may not amend the STFC allocation budget.

- c. The Executive Board may send an STFC allocations budget back to STFC to reconsider with comments from the Executive Board. The STFC must return to the next Executive Board meeting to justify decisions to either fund or deny the questioned proposals. The Executive Board will then vote again on the STFC allocation budget.
 - d. All STFC's budget recommendations to the Executive Board must be also provided to the Senate; the Senate however does not have a vote on the matter.
- 6. Hire staff and recruit volunteers in furtherance of ASUWT activities, including staff not explicitly named in the Constitution.
- 7. Have oversight over hired staff, including the authority to set personnel policies and dismiss staff.
- 8. Have sole authority to submit ASUWT budget requests to SAFC with a two-thirds (2/3) vote of approval. This may include funding requests to outside sources, payroll, and operational expenses.
- 9. Have sole authority to manage the expenditures of ASUWT, and acquisition, maintenance, and disposal of property held by ASUWT.
- 10. Approve legal documents and agreements on behalf of ASUWT.
- 11. Develop and manage other projects appropriate to the interests of students at the University of Washington, Tacoma.

401.02 All Executive Board members shall be responsible to:

- 1. Read the Constitution and Bylaws and have working knowledge of the responsibilities of the ASUWT organization.
- 2. Regularly attend ASUWT Board meetings, which are to be held in accordance with the ASUWT Constitution, Bylaws, and Open Public Meetings Act.
- 3. Check email and Microsoft Teams, responding within forty-eight (48) hours during school days to any requests, excluding weekends (Saturday and Sunday).
- 4. Provide an individual report once a month at a Senate meeting of the individual and/or collaborated ASUWT work that has been conducted since the last meeting.
- 5. Initiate and distribute projects and tasks to ASUWT Board members as applicable.
- 6. Maintain weekly office hours to be served during the Center for Student Involvement's hours of operation. Hours per position may vary and are specified within each Executive Board members' description.
 - a. Office hours are subject to change under extenuating circumstances. A change in hours must be emailed to the Vice President, Office Manager, Speaker of the Senate, and ASUWT Adviser.

402.00 THE ASUWT PRESIDENT

402.01 The ASUWT President shall carry out the policies of ASUWT as set in the ASUWT Constitution, Bylaws, and Senate actions.

402.02 The ASUWT President shall have the power and responsibility to:

1. Assign and distribute projects and tasks to the ASUWT Board and ASUWT Senate as applicable in accordance with the Constitution and respecting the powers of the Board as a whole.
 - a. Work closely with the ~~Vice President~~ Director of Internal Affairs to delegate tasks to the Executive Board.
 - b. Receive progress reports from the ~~Vice President~~ Director of Internal Affairs concerning the Executive Board's productivity.
 - c. Work closely with the ~~Director of Internal Affairs~~ Speaker of Senate to delegate tasks to the ASUWT Senate
 - d. Receive progress reports from the ~~Director of Internal Affairs~~ Speaker of Senate concerning the Senate's productivity.
2. Communicate the needs and concerns of the undergraduate and graduate students to the University Administration by:
 - a. Meeting with the University administrators in conjunction with the Vice President at least two (2) times per quarter excluding summer quarter.
 - b. Developing proposals and comments regarding University policy.
 - c. Attending other meetings with faculty, deans, and other administrators as needed.
 - d. Attend and participate in all meetings of the Chancellor's Cabinet.
3. Represent ASUWT at meetings and to the media.
 - a. Per the Constitution (Article VI, Sec 7a.) the Senate shall have the ultimate authority in creating and authenticating official opinions of the Student Body
 - b. The ASUWT President shall be responsible for communicating the official opinion of the Senate.
4. Keep an open line of communication with the Faculty Assembly and Staff Assembly.
5. Preside over all Executive Board meetings of ASUWT.
6. Communicate with the Senate and provide recommendations and background information.
7. Communicate with the student governments of UW Bothell and UW Seattle to ensure that the efforts of the Tri-Campus Committee continue, which includes occasional travel.
8. Work with the Executive Board to identify, recommend, and appoint students to committee positions. That may include but is not limited to the Services and Activities Fee Committee (SAFC),

Student Facilities Committee (STFC) or its equivalent, administrative hiring committees, and university committees as they arise.

9. All ASUWT annual appointments to University committees and to faculty councils and committees shall be made based on a fair and open selection to be established by the Executive Board and published by the properly designated individual(s). The Executive Board must formally adopt criteria during the first week of Autumn Quarter each year.
 - a. Failure of an appointee to comply with the requirements outlined in the Bylaws may be cause for dismissal from the appointment.
10. Present the Senate with relevant background information for all appointees to fill Executive Board vacancies.
11. Required to work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.
 - b. The remaining hours are to be used to fulfill duties as outlined in the ASUWT Constitution and Bylaws.
12. Lead and work closely with the ASUWT Task Forces regards to planning, executing, and implementing initiatives relating to student life.

402.03 The ASUWT President shall appoint the following as directed by the ASUWT Constitution and Bylaws with guidance of the respective hiring committees:

- a. Office Manager
- b. Legislative Liaison
- c. City Liaison
- d. Multimedia Specialist
- e. Election Administration Committee members
- f. Task Force Members
- g. Campus Organizer

403.00 VICE PRESIDENT

403.01 The ASUWT Vice President shall carry out the policies of ASUWT as set in the ASUWT Constitution, Bylaws and Senate actions.

403.02 The ASUWT Vice President shall have the power and responsibility to:

1. Maintain open lines of communication with the student body to determine and assess general wants, needs and concerns of the students.
2. Initiate projects to create new programs or add new services that will improve the college experience.
3. Initiate projects to improve interiors and exteriors of campus buildings.
4. Co-chair the Council for Campus Engagement and meet regularly with student organizations to gather feedback from diverse student communities.
- ~~5. Work with the Directors in 1:1 meetings to ensure that they are fulfilling the expectations of their roles.~~
6. Represent ASUWT at meetings and to the media on behalf of the ASUWT President and Senate.
7. Assist the ASUWT President in communicating with the student governments of UW Bothell and UW Seattle to ensure that the efforts of the Tri-Campus Committee continue. This may require travel.
8. Assist the President in Executive Board meetings including chairing in the case of an absence.
9. Complete assigned projects and tasks as directed by the ASUWT President.
10. Request projects and tasks of Executive Board Members.
11. Required to work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.
 - b. The remaining hours are to be used however necessary to fulfill duties as outlined in the ASUWT Constitution and Bylaws.
- ~~12. Provide direct oversight, supervision, and task delegation to the ASUWT Executive Board in accordance with the direction of the ASUWT President.
 - a. Complete weekly progress reports on the Executive Board to present to the ASUWT President in one on one meetings.~~
13. Lead and work closely with ASUWT Task Forces with regards to planning, executing, and implementing initiatives relating to student life.
14. Carry out delegated tasks as described by the ASUWT President.

403.03 The Vice President shall assume all powers and duties of the ASUWT President when the President is absent or unable to perform the obligations associated with the office.

404.00 DIRECTOR OF OUTREACH

404.01 The ASUWT Director of Outreach shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

404.02 The ASUWT Director of Outreach shall have the power and responsibility to:

1. Be responsible for all outreach efforts on behalf of ASUWT.
2. Report to the Executive Board on current projects, issues, and opportunities to collaborate found through interactions with the campus community.
3. Coordinate opportunities for collaboration between ASUWT and other organizations both inside and outside the University,
4. Hold quarterly meetings with the President to assess outreach efforts and address issues of concern.
5. Review the public relations exposure of ASUWT and forward appropriate concerns and ideas to the Senate and Executive Board.
6. Conduct at least one (1) student forum per quarter, with the exception of the summer, for the purpose of obtaining student comments and concerns and communicating progress on projects.
7. Create opportunities for students campus-wide to express concerns directly to the ASUWT Executive Board and Senate.
8. Manage and delegate responsibilities as necessary to the Multimedia Specialist.
9. Maintain any current form of web-based communication.
10. Establish procedures for the implementation and maintenance of publicity on the ASUWT website, providing for access to the following information:
 - a. Directory of all ASUWT Executive Board Members
 - b. Directory of all ASUWT Senators
 - c. Profiles of the ASUWT President, Executive Board, and Senate
 - i. Profiles are to be brief bios submitted by each member of ASUWT to Director of Outreach by the start of Fall Quarter.
 - ii. Profiles should be accompanied by corresponding ASUWT email addresses for all ASUWT officials.
 - d. Meeting times and locations for all scheduled ASUWT Senate and Board meetings
 - e. Times and locations for weekly office hours of ASUWT Officials
 - f. Agendas and minutes from ASUWT Senate and Board meetings
 - g. The ASUWT Constitution and Bylaws
 - h. ASUWT news and press releases

11. Request projects and tasks of Executive Board members.
12. Required to work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.
 - b. The remaining hours are to be used however necessary to fulfill duties as outlined in the ASUWT Constitution and Bylaws.
13. Chair Registered Student Organization (RSO) Committee to amplify student voices and concerns.
14. As appropriate, work with internal Senate committees to advertise, market, and coordinate outreach efforts relating to initiatives concerning student life.
15. Carry out delegated tasks as described by the ASUWT Vice President and ASUWT President.

405.00 DIRECTOR OF FINANCE

405.01 The ASUWT Director of Finance shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

405.02 The ASUWT Director of Finance shall have the power and responsibility to:

1. Create and report all financial matters such as salaries, budgets and other related items of ASUWT as necessary.
2. Create SAFC budget proposal and presentation in collaboration with President and secure approval of the Executive Board with a two-thirds (2/3) vote.
3. Meet with the ASUWT adviser as necessary to handle financial matters.
4. Oversee, review, and approve all expenditures of ASUWT to ensure spending is on track to meet bottom line at the end of the fiscal year.
5. Have a thorough understanding of all financial resources available to ASUWT Officials (including payroll of ASUWT elected and hired officials) and the ability to teach and advise members about them.
6. Serve as communication link between budgeting committees and ASUWT.
7. Serve as an ex-officio member for SAFC
8. Co-chair the Council for Campus Engagement and manage allocations for student organizations.
9. Inform Executive Board members and Senators of required tasks to ensure ASUWT's financial compliance and transparency.
10. Request projects and tasks of Executive Board members.

11. Receive weekly reports from the Executive Board and Senate to determine usage of hours for the purpose of annual budget development.
12. Required to work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.
 - b. The remaining hours are to be used to fulfill duties as outlined in the ASUWT Constitution and Bylaws.
13. Work on a committee with the ASUWT President and Vice President to create the organization's Special and Annual Allocations proposal to the Services and Activities Fee Committee (SAFC).
14. As appropriate, work with internal Senate committees regarding matters concerning the finances of ASUWT.
15. Carry out delegated tasks as described by the ASUWT Director of Vice President and ASUWT President.

406.00 DIRECTOR OF STUDENT TECHNOLOGY

406.01 The ASUWT Director of Student Technology shall carry out the policies of ASUWT as set in the ASUWT Constitution, the ASUWT Bylaws, and the Student Technology Fee Committee Policies & Procedures.

406.02 The ASUWT Director of Student Technology shall have the power and responsibility to:

1. Create opportunities for ASUWT membership to provide feedback regarding technology on campus.
2. Lead the selection process of student-at-large STFC members and ensure that the STFC is populated by the ~~sixth (6th)~~ third (3rd) week of Autumn Quarter.
3. Develop and publicize a schedule for the operations of the STFC for the academic year to include:
 - a. Periods during which proposals for funding will be accepted.
 - b. Periods during which proposals will be reviewed by the STFC.
 - c. Dates of STFC forums and showcases.
4. Present the budget for each allocation period as approved by the STFC for the ratification by the Executive Board.
 - a. The Chair of STFC must submit via email or hard copy all STFC proposals received along with justification for all denials and stipulations a minimum of 5 school days prior to the meeting in which the Executive Board will vote on the budget.
5. Serve as ASUWT's representative on the Campus Technology Committee or its equivalent.
6. Present STFC approved amendments of the Student Technology Fee Committee Policies & Procedures for Executive Board ratification.
7. Lead STFC in determining any changes to the Student Technology Fee are necessary for the coming year. Changes require a two-thirds (2/3) affirmative vote by the STFC. The student technology fee amount must then be submitted to the ASUWT Executive Board by the last Senate meeting in February for approval by a two-thirds (2/3) vote. If the Student Technology Fee is different than the previous year, the ASUWT Executive Board will submit a written document stating the change in fee to the appropriate UW Tacoma Administration and the UW Board of Regents.
8. Request projects and tasks of Executive Board members.
9. Communicate regularly with academic leadership regarding the technological needs of students in classrooms and other learning environments.
10. Meet regularly with campus department representatives responsible for technologies funded by the student technology fee to assess usage, gather feedback, and identify areas for improvement prior to the Student Technology Fee Committee's formation.

11. Required to work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.
 - b. The remaining hours are to be used to fulfill duties as outlined in the ASUWT Constitution and Bylaws.
- ~~12. As appropriate, work with internal Senate committees regarding matters concerning STFC and the allocation of student technology fees.~~
13. Carry out delegated tasks as described by the ASUWT Vice President and ASUWT President.

407.00 DIRECTOR OF LEGISLATIVE AFFAIRS

407.01 The ASUWT Director of Legislative Affairs shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

407.02 The ASUWT Director of Legislative Affairs shall have the power and responsibility to:

1. Communicate and assert student needs to the Tacoma City Council, State Legislature, Governor, Washington Student Achievement Council, and federal congressional members.
2. Review actions of the state government with regard to student concerns and formulate appropriate responses to be forwarded to the ASUWT Senate for action.
3. Create local, state, and federal legislative agendas with the assistance of the Legislative Liaison and the Legislative Action Council to be approved by the Senate.
4. Serve as manager of the work of the Legislative Liaison, City Liaison, and Campus Organizer.
5. Assist the ASUWT President in communicating with the student governments of UW Bothell and UW Seattle to ensure that the efforts of the Tri-Campus Committee continue.
6. Request projects and tasks of Executive Board Members.
7. Work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.
 - b. The remaining hours are to be used to fulfill duties as outlined in the ASUWT Constitution and Bylaws.
8. As appropriate, work with internal Senate committees regarding matters concerning ASUWT's legislative efforts.
9. Carry out delegated tasks as described by the ASUWT Vice President and ASUWT President.

408.00 DIRECTOR OF INTERNAL AFFAIRS

408.01 The ASUWT Director of Internal Affairs shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

408.02 The ASUWT Director of Internal Affairs shall have the power and responsibility to:

1. Chair the ASUWT Senate meetings as a non-voting member in the Speaker of Senate's absence.
- ~~2. Act as the primary liaison between the Senate and the Executive board.~~
- ~~3. Oversee the Senate by attending all Senate meetings as a non-voting member.~~
- ~~4. Regularly check-in with senators and senate groups to ensure internal accountability.~~
5. Regularly check-in with ASUWT Hired Staff to ensure internal accountability.
6. Enforce Accountability Policy as outlined in Title XI - Internal Accountability Policies.
7. Conduct open hiring processes for ASUWT ~~senate~~ staff and Executive Board vacancies.
8. Present candidates to the Executive Board for final approval or rejection.
9. Publish and maintain a list of all students serving on University/ASUWT committees.
10. Supervise and direct the Office Manager. In the Office Manager's absence, complete the following duties:
 - a. Ensure that the current academic year's resolutions, bills, and meeting minutes are made publicly available via the current ASUWT multimedia and websites.
 - b. Maintain all official documents of the ASUWT Senate and ensure that they are publicly available on the ASUWT website.
 - c. Ensure compliance with Senate and Executive governing documents by reporting to each body and suggesting bills, amendments or other resolutions to issues.
 - d. Prepare and submit meeting agendas via email to the Office of Public Records and Open Meetings no later than one week prior to the meeting.
11. Work with the ~~Director of Outreach~~ ASUWT President to plan quarterly bonding or professional development activities for ASUWT officials.
12. Work collaboratively with the Director of Equity and Accessibility to ensure ASUWT's operations, policies, and decision-making processes are equitable, inclusive, and fair.
13. Request projects and tasks of Executive Board members.
14. Required to work all allotted hours as described in the ASUWT annual budget during the academic year and summer.
 - a. Keep a minimum of four (4) weekly office hours to be served during the Center for Student Involvement's hours of operation during the academic year.

- b. The remaining hours are to be used to fulfill duties as outlined in the ASUWT Constitution and Bylaws.

~~15. Lead and work closely with internal senate groups with regards to planning, executing, and implementing initiatives relating to student life.~~

16. Carry out delegated tasks as described by the ASUWT Vice President and ASUWT President.

409.00 DIRECTOR OF UNDERGRADUATE AFFAIRS

409.01 The ASUWT Director of Undergraduate Affairs shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

409.02 The ASUWT Director of Undergraduate Affairs shall have the power and responsibility to:

1. Develop and implement initiatives aimed at improving the undergraduate student experience.
2. Collect and review feedback from undergraduate students on academic and campus-related issues through surveys, forums, and other methods.
3. Oversee and coordinate a committee of Senators representing undergraduate programs to coordinate initiatives to improve the undergraduate student experience.
 - a. The Director of Undergraduate Affairs may expand the committee to include members of the general student population and/or other senators.
4. Meet with the Deans of Schools each quarter to discuss undergraduate concerns, gather updates, and present recommendations.
5. Represent ASUWT in tri-campus committees related to undergraduate student affairs
6. Carry out additional duties as delegated by the ASUWT President and Vice President.

410.00 DIRECTOR OF GRADUATE AFFAIRS

410.01 The ASUWT Director of Graduate Affairs shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

410.02 The ASUWT Director of Graduate Affairs shall have the power and responsibility to:

1. Develop and implement initiatives aimed at improving the graduate student experience.
2. Collect and review feedback from graduate students on academic and campus-related issues through surveys, forums, and other methods.
3. Meet with the Washington Student Association (WSA) Vice President of Graduate Affairs and participate on the Graduate and Professional Students Committee to aid in advocating for graduate student needs in the state legislature.
4. Serve as the University of Washington Tacoma Graduate Student Representative in the Graduate Professional Student Senate (GPSS)
5. Build and maintain relationships with staff responsible for Graduate Student services at UW Tacoma.
6. Carry out additional duties as delegated by the ASUWT President and Vice President.

411.00 DIRECTOR OF EQUITY & ACCESSIBILITY

411.01 The ASUWT Director of Equity & Accessibility shall carry out the policies of ASUWT as set in the ASUWT Constitution and Bylaws.

411.02 The ASUWT Director of Social Equity and Accessibility shall have the power and responsibility to:

1. Develop and implement initiatives aimed at promoting equity and inclusion at UW Tacoma.
2. Collect and review feedback from underrepresented students issues through surveys, forums, and other methods.
3. Serve as the chair of the ASUWT Student Inclusion, Diversity, Equity, and Access (IDEA) committee in partnership with the Office of Equity and Inclusion.
4. Represent ASUWT on tri-campus and on-campus committees relating to Inclusion, Diversity, Equity, and Access among students.
5. Build and maintain relationships with identity-based RSOs by communicating with leaders regularly to support their efforts and better understand their needs.
6. Review ASUWT constitutions, by-laws, and policies to recommend improvements that ensure ASUWT environments, activities, and practices are inclusive and equitable for all students.
7. Carry out additional duties as delegated by the ASUWT President and Vice President.

409.00 STUDENT COMMITTEES

409.01 Each member of the Executive Board, except the Director of Student Technology, is encouraged to recruit a student committee to provide advisory and executive support for their work, and opportunities for students to engage in ASUWT activities.

409.02 The Director of Student Technology is required to recruit a student committee to evaluate proposals for the use of student technology fee money, and level of student technology fee funding.

409.03 The ASUWT Vice President is required to chair and oversee the formation of the Council for Campus Engagement in accordance with its guidelines of representation.

409.04 The Director of Legislative Affairs is required to chair and oversee the formation of the Legislative Action Council in accordance with its guidelines of representation in the Staff Policies.