

CHARTER
FOR
SOCIAL WORK STUDENT UNION
Western Kentucky University

We, the Students of Social Work at Western Kentucky University, in recognition of our mutual need to organize for the betterment, education, and representation of ourselves while gaining practical experience and providing service to the community, do ordain and establish this Charter for the Social Work Student Union; hereafter referred to as SWSU. We reserve this right in compliance with university regulations that govern student organizations. We further reserve this right in compliance with Educational Policy 3.2 -Student Development set forth in the Council on Social Work Education's Educational Policy and Accreditation Standards (2008).

As members of the SWSU at Western Kentucky University, we commit ourselves to conducting professional relationships in accordance with the National Association of Social Workers' Code of Ethics and we comply with and abide by the rules and regulation of Western Kentucky University as a condition to initiate and maintain registered status.

ARTICLE I

Section 1. Within the SWSU, students shall have opportunities to participate as Social Work Ambassadors or Student Union General Members. All students who are or have been enrolled in a Social Work course are granted Student Union General Membership, but leadership positions are reserved for Social Work majors, without any restriction based on sex, race, religion, national origin, sexual orientation, or gender identity. The honor of serving as a Social Work Ambassador is appointed after selection by an application

process by the social work advisory committee and is only available to students formally accepted into the Social Work Major.

- Section 2. General Membership to the SWSU grants the opportunity of attending and voting in SWSU regular meetings, serving on SWSU committees, and participating in SWSU scheduled events. Committee sign-up will be held during the second regularly scheduled meeting of the semester. Committee chairs may grant entrance into a committee after the first meeting upon request.
- Section 3. Social Work Ambassadors shall be: A leadership team consisting of 3 or more committee chairs. The committee chairs will hold specific responsibilities such as secretary, treasurer, student representative, and others deemed necessary.
- Section 4. Selection of said ambassadors: applications will be available in the spring and the fall semester. The faculty advisor shall select the inaugural ambassadors, but once the committees are established the Selection Advisory Committee will select ambassadors. Newly selected ambassadors will meet within two weeks from receiving acceptance in order to plan the semester's agenda and budget. Ambassador applicants shall submit an application to the WKU Social Work Department that includes the applicant's most recent social work courses, GPA in the major, past leadership experience, 300 word essay to the prompt "Why would you like to be a Social Work Ambassador? What strengths could you bring to the Social Work Ambassador team?" and 10 signatures of support from other students within the Social Work Major, and 1 signature of support from a WKU Social Work faculty member.
- Section 5. The Selection Advisory Committee must approve of ambassadors who enter a field placement during the academic year.

Section 6. The Selection Advisory Committee will consist of the faculty advisor and the current ambassador chairs. If no current ambassadors are available to stand on the Selection Advisory Committee, the faculty advisor will make selections with consultation from other department members as deemed necessary.

ARTICLE II

Section 1. Chair of the Secretary: The secretary shall be responsible for recording and publishing the minutes and attendance for all meetings. The secretary will also coordinate the SWSU Newsletter that should be published at least twice a semester.

Section 2. Secretary Qualifications:

- A. Must be accepted into the Social Work Program.
- B. Must be a member in good standing.
- C. Cannot be on academic probation.

ARTICLE III

Section 1. Chair of the Treasurer: The treasurer shall be responsible for all SWSU financial and accounting procedures. The treasurer will report a statement of accounts at every meeting and report to the faculty advisor monthly. The treasurer shall handle all SWSU funds and is designated as the purchasing agent. The treasurer is responsible for submitting a budget for the semester by the second meeting of the semester. The faculty advisor will approve the budget.

- Section 2. Treasurer Qualifications:
- A. Must be accepted into the Social Work Program
 - B. Must be a member in good standing
 - C. Cannot be on academic probation.

ARTICLE IV

- Section 1. Faculty Advisor: The Social Work Program Director appoints the faculty advisor to the SWSU.
- Section 2. SWSU receives its standing, credence and right to exist from the Social Work Program. SWSU will provide valuable input to the faculty and staff on all matters deemed necessary in a professional and efficient manner. SWSU will encourage input from the faculty advisor and staff.

ARTICLE V

- Section 1. Social Work Ambassadors collectively shall maintain and submit to the faculty advisor a semester agenda by the second meeting of each semester.
- Section 3. Ambassadors are expected to attend all meetings in concordance with the code of conduct. Ambassadors should notify the faculty advisor when they are unable to attend a regularly scheduled meeting.

- Section 4. SWSU will conduct at least one regular scheduled meeting each month. The day and time of said meeting shall be determined by the current ambassadors in conjunction with the faculty advisor. The secretary will publish the day and time of the leadership meetings.
- Section 5. Social Work Ambassadors shall commit to participating in approximately 20 hours each semester in fulfilling the responsibilities of the Ambassador position. These responsibilities may include, but not limited to: willingness to participate in the Department of Social Work recruitment activities, BSW orientations, mentorship opportunities to social work pre-majors, attendance of regularly scheduled meetings, fulfillment of committee chair responsibilities, scheduled semester events, and planning activities.

ARTICLE VI

- Section 1. Committees may be formed when deemed necessary by the standing ambassadors and faculty advisor. Members in good standing will be appointed to the chair of the various committees by nomination at the first SWSU meeting. If vote in a committee is deadlocked, the committee chairs shall cast the deciding vote, which will be binding to all members of the committee. Faculty advisors will make final decisions.
- Section 2. SWSU shall conduct at least (1) fundraising event each semester and shall have full participation, the exception of mitigating circumstances, by all ambassadors in good standing.
- Section 3. SWSU will be organized at the regional campuses using the same overall structure, but they will be independent and may modify the number of ambassadors according to their

needs. All ambassadors (from all campuses) will meet once a semester to share information, problem solve, and to explore opportunities for joint projects and events.

ARTICLE VII

- Section 1. Grounds for impeachment and removal of ambassadors include one or more of the following offenses: violations of the principles of the NASW Code of Ethics, violations of Western Kentucky University student regulations, violations of the BSW Student Handbook, placement on academic probation, or excessive absenteeism of meetings.
- Section 2. Resignation of an ambassador(s) shall be submitted to the faculty advisor and Executive Committee members in writing. If a resignation is submitted, the resignation shall be announced at the next meeting and effective immediately. New ambassador positions shall be advertised, selected, and seated pursuant to the Articles of this Charter.
- Section 3. Impeachment proceedings and charges of misconduct must be brought forward and presented at a meeting. The membership shall hear and weigh the charge(s). The membership will appoint a committee of three (3). These committee members will not consist of those members involved in said charges. The committee will conduct an investigation and will report its findings to the members. At that time the ambassadors will cast secret ballots. A two-thirds majority is required to impeach. If impeached, the officer will immediately be relieved of his/her chair and duties. Ambassadors will fill the vacated chair until the next scheduled election. The current ambassadors will appoint a member of good standing to the position until the next election.

ARTICLE VIII

Section 1. Any member in good standing may propose amendments to the Charter of the SWSU. The member will bring the proposal to the general membership. The full membership will vote on the validity of the proposed amendment. If the proposed amendment receives a voice vote of a simple majority the proposed amendment will be made. Changes in the Charter are also subject to approval from the Social Work BSW Program, as well as the University.

Approved by WKU BSW Faculty

Approved by BSW Student Vote