

**University Students' Council of the University of Western Ontario  
CONSTITUTION OF ALLY WESTERN**

Effective: March 9, 2010

Supercedes: None

**PREAMBLE**

Ally Western is a USC Student Service created to enhance the inclusiveness of the University community to students of all sexual orientations and gender identities. This Constitution serves as the Operating Document of Ally Western. Ally Western is subject to all Policies and Procedures of the USC.

Documents relevant to this constitution are:

- USC Student Services: Governance Policy;
- USC Student Services; Statement of Standards of Service
- USC Student Services: Coordinator & Executive Selection Procedure
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These documents may further define terms in this Operating Document.

**1.0 MANDATE**

**1.01 Mission**

- (1) Ally Western exists to address issues of prejudice, discrimination, and mistreatment that affect undergraduates at the University of Western Ontario as a result of their sexuality or gender identity.

**1.02 Vision**

- (1) Ally Western's vision is to create an inclusive campus community, in which there is a visible network of knowledgeable and supportive allies available to students struggling with issues that result from their sexuality or gender identity.

**1.03 Strategy**

- (1) Ally Western seeks to dispel stereotypes and create understanding of sexual diversity through educational workshops discussion sexuality and gender identity.
- (2) Ally Western gives attendees of Ally Western workshops a symbol (e.g. button or wristband) that identifies them as an ally to the rest of the Western community.
- (3) Ally Western organizes public awareness initiatives that help to dispel stereotypes or otherwise create a spirit of understanding and inclusiveness.

**1.04 Values**

- (1) Ally Western values an approach to addressing these issues and is inclusive and respectful to all individuals.
  
- (2) Although the strategies differ, Ally Western shares considerable overlap with the objectives of PrideWestern and values a collaborative and complimentary approach to addressing LGBTQ issues.

**2.00 ALLY WESTERN STEERING COMMITTEE**

**2.01 Purpose**

- (1) The Steering Committee shall:
  - i. serve as a brainstorming and advisory body for guiding and improving the operation of the Ally Network;
  - ii. assist the Ally Coordinator in developing training modules for the Ally Network;
  - iii. assist the Ally Coordinator and his/her Officers with any special events where possible;
  
- (2) The Steering Committee operates on a consensus model of decision making.

**2.02 Structure**

- (1) The membership of the Steering Committee shall be as follows:
  - i The Ally Western Coordinator as chairperson,
  - ii Two executive members of PrideWestern as designated by the PrideWestern Coordinator
  - iii One representative from the Department of Housing and Ancillary Services
  - iv One representative from Equity Services
  - v Up to three (3) USC Councillors participating on a volunteer basis.
  - vi Up to four (4) students, staff or faculty at large from the Western community.
  
- (2) The Secretary shall be elected from within the membership of the Steering Committee at the first Steering Committee meeting of the academic year.

- (3) The Ally Western Coordinator is responsible for inviting members to the Steering Committee.
- (4) The Secretary shall be an existing member of the Steering Committee, elected by the membership at the first Steering committee meeting of the academic year.

### **2.03 Member Roles and Responsibilities**

(1) The Secretary shall:

- i. be responsible for; the recording of all minutes of Steering Committee meetings;
- ii. be responsible for retaining records of all Steering Committee correspondence in conjunction with the Chair;
- iii. submit copies of all Steering Committee minutes and other documentation to be filed in the USC office;
- iv. maintain a record of attendance at Steering Committee meetings; and,
- v. assume all other duties as assigned by the Chair
- vi. be responsible for posting minutes to the Ally Western website.

(2) The Chairperson of the Steering Committee shall:

- i. call regular meetings of the Steering Committee;
- ii. set the agenda for meetings of the Steering Committee;
- iii. maintain communication with the membership of the Steering Committee;
- iv. facilitate discussion of the membership regarding issues of interest;
- v. be responsible for the enforcement of these terms of reference; and,
- vi. provide an oral report at the beginning of each Steering Committee meeting.

(3) Members of the Steering Committee:

- i. Shall provide support from their respective constituency to the Ally Network; and,
- ii. May solicit advice or opinions of the membership on any matter of interest.

## **2.04 Meetings**

- (1) There shall be at least two meetings of the Steering Committee per semester;
- (2) A member may send a proxy in the event that they are unable to attend a meeting of the Steering Committee; and,
- (3) Any member may submit to the Chair a request for a special meeting of the Steering Committee to address a pressing issue affecting the membership as a whole.

## **3.00 EXECUTIVE ROLES AND RESPONSIBILITIES**

### **3.01 Coordinator**

- (1) The Ally Western Coordinator shall:
  - i. Oversee the operation of the Ally Western Network, which includes:
    - a. Chairing all meetings of the Ally Western Steering Committee;
    - b. Being responsible for developing, maintaining, and publicizing a schedule of Ally training workshops for the year that will be run for faculty, staff and students at Western;
    - c. Running the Ally educational workshops sessions throughout the year in accordance with an established schedule;
    - d. Designing and implementing promotional campaigns related to Ally Western using all as many available outlets as possible;
    - e. Developing and maintaining the Ally Western website;
    - f. Being an ex-officio member of the PrideWestern executive, fulfilling all associated responsibilities, and reporting on the activities of Ally Western at PrideWestern Executive meetings;
    - g. Working in conjunction with PrideWestern for Ally Western events, where possible; and,
    - h. Overseeing and preparing the budget of the Ally Western program.
  - ii. Submit a final report to the vice President Campus Issues not later than March 31<sup>st</sup>;
  - iii. Complete any other duties pertaining to the service, as directed by the Vice President Campus Issues.

### **3.02 Officers**

- (1) Officer positions may be created at the discretion of the Coordinator in order to support the coordinator in the execution of responsibilities b-e as described above in section 3.01 (1)
- (2) There is no restriction on the number of Officers, or the means by which responsibilities are distributed amongst them.

### **4.00 COORDIANTOR AND EXECUTIVE SELECTION PROCEDURE**

**4.01** The Coordinator shall be selected through the Coordinator Selection Procedure described in the USC Student Services: Coordinator and Executive Selection Procedures.

**4.02** All Officers shall be selected through the Interview Selection Procedure described in USC Student Services: Coordinator and Executive Selection Procedures.

- (1) The slow and deliberate nature of this selection process enables the selection committee to carefully weigh the strengths of each individual seeking an Officer position, and to gauge whether or not the experience and interests of such individuals support the interests of the Service.

### **5.00 STANDARDS OF SERVICE**

The Ally Western Network is committed to maintaining a high level of service provision every year. The following are fundamental standards of service that will be upheld. These supplement the standards list in USC Student Services: Governance Policy, which are applicable to all Services.

- (1) The Ally Western Network shall:
  - i. host at least one major awareness event in each semester, the purpose of which shall be to increase campus consciousness about discrimination that exists within the community about the gender diversity and sexual orientation,
  - ii. ensure that the Ally training sessions are run as effectively as possible to the greatest number of individuals around campus,
  - iii. actively seek and support the involvement of USC clubs and services to increase the overall effectiveness of the Ally Western Program - this will be done by running educational sessions to club presidents and, where possible, the club executives,
  - iv. actively seek to build and maintain relationships with groups and services in the London community pertaining to, but not exclusive to, the LGBTTQ2 issues, and

- v. constantly serve as a network of support for any student in the Western and London community by maintaining transparency and an open line of communication between the service and all students.