

The duties of an Executive Committee member include:

The Executive Committee shall consist of the Chapter president and vice president and one representative from each of the following constituencies: College of Aviation; College of Engineering and Applied Sciences; College of Arts and Sciences - Humanities; College of Arts and Sciences - Science and Mathematics; College of Arts and Sciences - Social Sciences; College of Business; College of Education; College of Fine Arts; College of Health and Human Services; Academic Support Units; and the Career English Language Center for International Students (CELCIS). Any new college will be entitled to a representative.

The Executive Committee represents and acts on behalf of the Chapter and the Association Council in day-to-day activities and in intervals between their respective meetings.

The immediate past president, the chief negotiator, the contract administrator, the grievance officer, and the information officer shall be ex officio members of the Executive Committee and shall have full voting rights as members.

The Executive Committee shall function as a Strategy Committee in directing the Negotiation Team during negotiations.

There shall be a College Council for each constituency. Each Council will consist of its respective Association Council representatives and will be chaired by the Executive Committee member for that same constituency. Each Council shall function so as to provide a forum for a discussion of issues relevant to that constituency.

Responsibilities of a College Council representative:

- To attend all meetings of the Executive Committee (or make arrangements for a substitute)
- To keep in close contact with the Association Council representatives from one's college
- To periodically call College Council meetings to discuss relevant issues
- To periodically be in contact with association council representatives to encourage their attendance and participation in association council meetings and other important activities
- The college representatives are the link between our college departments and the WMU-AAUP Executive Committee

A constituency representative's position on the Executive Committee shall be deemed vacant when the said representative has accumulated three consecutive absences (without notification) from Executive Committee meetings.

If a constituency's representative is unable to attend a meeting of the Executive Committee, she/he may send as a substitute, with full voting privileges, either: (a) one of the constituency's Association Council representatives; or (b) another member of the constituency that she/he designates. The council shall be informed at the earliest practical time of such substitution.