

Winona State University Dean's Advisory Board Constitution

Updated Fall 2025

Preamble

Whereas, the students of Winona State University benefit from a collaborative relationship between the student body and college administration;
Whereas, student perspective is essential for fostering positive change, enhancing academic programs, and building a stronger campus community;
Therefore be it resolved, that this Constitution, recognized by the Winona State University Student Senate, establishes the Dean's Advisory Board as the official liaison between each respective college and their Dean.

Article I. Name

Section A. This organization shall be named the Dean's Advisory Board (DAB).

Article II. Purpose

Section A. Shall serve as a liaison between the students and the dean to provide input, insight, and perspective on the student experience.

Section B. Shall advise the Dean on matters pertaining to students.

Section C. Shall serve as leaders for change within their respective college.

Section D. Shall engage in college, university, and community activities to encourage student involvement.

Section E. Shall represent their respective college as ambassadors to promote WSU to current and prospective students.

Section F. Shall serve as a liaison between the respective colleges and the Winona State University Student Senate (WSUSS) and Academic Affairs Committee.

Article III. Membership

Section A. Each representative must be a member of the college they are representing.

Section B. Each representative must be selected through a process determined by the Dean/Advisory, which may include but is not limited to: nomination by department member, being a student organization president, a college-wide vote, an application process, or an interview.

Section C. WSU Student Senate Liaison:

1. To ensure communication between the Dean's Advisory Boards and the Winona State University Student Senate (WSUSS), each DAB shall include at least one currently seated Student Senator as a member,
2. This requirement may be fulfilled by a student who has already been selected for the DAB through the college's standard process and who also serves as a Student Senator,
3. If no such natural overlap exists, the Dean shall extend an invitation to a Student Senator holding a seat for that respective college to serve as a liaison. The Dean retains the discretion to interview potential liaisons to ensure a good fit for the board's culture and purpose.

Section D. Winona State University is committed to a policy of nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, or gender expression. In addition, discrimination in employment based on familial status or membership or activity in a local commission as defined by law is prohibited. Harassment on the basis of race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or familial status is prohibited.

Section E. The Dean's Advisory Boards will not engage in any act which endangers the mental or physical health or safety of a person, subjects a person to public humiliation or ridicule, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a student group/club, organization, or athletic team. (Minnesota State Board Policies, Chapter 3 – Educational Policies, 3.6 Student Conduct.)

Article IV. Executive Board, Officers, Leadership

Section A. The Executive Board, Officers, and Leadership is up to the discretion of each individual Dean's Advisory Board. It is required that each Dean's Advisory Board has at least one formal student leadership position.

Article V. Meetings and Voting

Section A. Each Dean's Advisory Board is required to meet at least once a month.

Section B. Voting and Procedures:

1. The election of officers within the Advisory Board is up to the discretion of the DAB itself,
2. There must be a majority vote if running elections through a voting process,
3. Voting of projects and policies within the Advisory Board must also follow the majority vote to be passed.

Article VI. Funding

Section A. For the 2024-2025 academic year, the Dean's Advisory Boards will receive \$2,500 dollars through the Student Life Fee. With there being five active colleges, each respective DAB will receive \$500 of the \$2,500 allocated each year.

Section B. Each individual Dean's Advisory Board will have the opportunity to become a WSU Student Organization. If the correct steps are followed, each DAB would be eligible for SAF funds and the ability to present to WSUSS (see WSUSS instructions for more details).

Section C. All money received from the Student Life funds or belonging to the club/organization will be held in a WSU Business office account.

Section D. In the event of the dissolution of the Dean's Advisory Boards, student life funds will be returned to the student life reserve. Any other remaining funds will be determined by the advisor, Student Union/Activities Department, and the WSU Budget Office.

Article VII. Advisor

Section A. The advisor for each DAB shall be the Dean of that respective college.

Section B. In the case of someone other than the Dean advising the Dean's Advisory Board, the WSUSS Academic Affairs Chair shall be notified. The only other eligible Advisor, other than the Dean, must be department faculty from that respective college and appointed by the Dean themself.

Section C. Duties of the Advisor of the Board:

1. Attend the regular meetings,
2. Maintain a continuous contact with members of the organization,
3. Communicate updates to the Academic Affairs Chair of WSUSS.

Article VIII. Evaluation

Section A. Each Dean's Advisory board shall report back to the Student Senate Academic Affairs Committee at the beginning of each semester. This shall be done by the first Monday in October and again by the third Monday of February through an email or a physical meeting with the Academic Affairs Chair.

Section B. The update shall include Dean’s Advisory Board member names and positions, reoccurring meeting times, Advisor and Student Leader contacts, and projected plans for the semester.

Section C. In the second half of every academic semester, each Dean’s Advisory Board shall update WSUSS on what went well, what needs to change, and what they have accomplished. This can be done through a Student Senate Organizational Report. Although only required once a semester, each DAB will have the opportunity to speak at any and every meeting throughout the academic year.

Article IX. Amendments

Section A. The Dean’s Advisory Board Constitution must be reviewed by each DAB’s members and resubmitted for ratification to the WSU Student Senate Academic Affairs Committee every year by the first Monday of October.

Section B. Each DAB may propose amendments to this Dean’s Advisory Board Constitution and have them approved by the Academic Affairs Committee.

Section C. Other information pertaining to amending the constitution.

Respective WSU College: _____ **Semester:** _____

DAB Student Leader Name(s): _____

DAB Student Leader Email(s): _____

DAB Student Leader Signature(s): _____ **Date:** _____
_____ **Date:** _____

DAB Advisor Name(s): _____

DAB Advisor Email(s): _____

DAB Advisor Signature(s): _____ **Date:** _____
_____ **Date:** _____

Main Point of Contact:

Name: _____

Email: _____

WSUSS Academic Affairs Chair: _____ **Status:** _____

Academic Affairs Chair Signature: _____ **Date:** _____