

WWU Associated Students

Speaker/Performer Welcome Packet!

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Welcome to Western and the Associated Students! Thank you for taking the time to perform or speak at our events. This Welcome Packet is designed to get you acclimated to the Associated Students policies and procedures before ~~your you~~ attend an Associated Student sponsored event.

About the Associated Students

The Associated Students (AS) seeks to ensure a fulfilling college and academic experience for all university students through the many services, facilities, and programs it offers. By providing Western students with enjoyable networking and leadership opportunities, the AS attempts to help students define themselves, find allies in the community, and engage in their university surroundings. To learn more about who we are, what we do, and the services we provide, check out our website at www.as.wvu.edu or read about our [strategic plan](#).

The Associated Students is housed in the Viking Union (VU). More information about the Viking Union can be found [here](#).

In this packet...

We introduce you to important Associated Student policy including AS Program Standards, the Viking Union Smoking Policy, the AS Food and Beverage policy, and Western's Bottled Water Policy. In addition, we touch briefly on the importance of respecting personal gender pronouns and allyship, as well as, a guide to inclusive language.

AS Policies AS Guidelines, based on policy

The Associated Students is an organization based on these main principles: community, inclusivity, diversity, sustainability, and more. In order to achieve and maintain these ideals, the AS is governed by certain policies. Here are some important parts of policies to become aware of before attending speaking or performing at an AS event. To learn more and view the full versions of Associated Students and Viking Union policies, click [here](#).

Associated Students of Western Washington University Program Standards

- a. Program offices will take steps to create safe and inclusive spaces for student involvement and opportunity regardless of identity, background, or beliefs
- b. Program offices will maintain the confidentiality of student information such as identity, student background, and personal information
- c. Program offices must remain non-partisan in nature to ensure all students are represented and welcome in each office in the AS.
- Programmers will put a best-faith effort towards providing at least one gender-neutral restroom at all events with an expected attendance of 150 people or more. ~~The AS Board~~

III. AS Program Office Activity and Event Standards

Viking Union Smoking Policy

- In accordance with the University's Smoking Policy, smoking will be allowed only in designated exterior areas (signed ash receptacles). Designated exterior smoking areas are signed and an ash receptacle provided.

Associated Students Food and Beverage Policy

Western Washington University ~~b~~Bottled ~~w~~Water Free Commitment Policy ~~ban~~

~~1. Western Washington University is committed to a comprehensive waste reduction program. In accordance to language originally in section 2 of the Waste Reduction and Recycling POL U5950.09.~~

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Inclusivity

[Inclusion is an important part of the Associated Students, we want to make sure that we're creating safe and accessible spaces for all students at our AS-sponsored events. We ask that you try to be respectful to all identities.](#)

Pronouns

Identifying, recognizing, and respecting individual's personal gender pronouns is another practice at the Associated Students. It is important to acknowledge and utilize individual's personal pronouns in order to affirm identity. If you feel comfortable sharing your personal pronouns, we recommend you state them when you introduce yourself.

Common examples of pronouns include: she/her/hers, he/him/his, they/them/theirs

In addition, it is important to recognize that gender expression does not always reflect one's own gender identity, therefore gender identity cannot be assumed. Also, gender is fluid and does not always fit into the binary of male and female.

Allyship

Often folks declare themselves to be an ally of a variety of different marginalized groups, but what does that truly mean? Allyship is complicated- one cannot simply decide that they are an ally to a marginalized group. If you do not belong to a marginalized group, you are likely part of an identity group that is oppressing them and enjoy privileges that they do not have.

Ultimately, it is up to others to decide whether a person's actions are oppressive or helpful, whatever the intent of that person is.

Inclusive Language

Inclusive language is language that avoids the use of certain expressions that exclude particular groups of people or identities. The Associated Students mission is to be inclusive and accessible to students of all identities, backgrounds, and experiences. It's imperative that Associated Student sponsored events are safe spaces for all students, therefore we ask that you try to be intentional with your language. In addition, it's important to acknowledge that we are not trying to police your language just providing a resource to incorporate inclusive language into your performance/presentation.

Here are a list of words to try to avoid, suggestions for alternatives, and an explanation of why these words can be harmful. Some of these terms may be triggering, please proceed with caution.

Avoid:	Instead try:	Here's why:
Crazy, psycho, insane, lame, retarded, mental, spaz, stupid, dumb, idiot, crackpot	Ridiculous, absurd, wild, illogical, irrational, etc... Get creative! There are so many other words to use that aren't harmful	These are all examples of Ableist language, which is any word or phrase that intentionally or inadvertently targets an individual with a disability whether it be physical or mental.
You guys	When addressing a group use: y'all, folks, all of you, everyone	When you use "you guys" when you're addressing a group of people, you're assuming that everyone in that group identifies as male and inadvertently marginalizes those who don't
Colored people	Person Of Color, People Of Color (POC)	Use person first language, it empowers the individual and recognizes that the individual is more than their identity. It's important to note that some people may prefer to be identified by their specific ethnicity.
Disabled person Handicapped Challenged Mentally ill person	Person with a disability, people with disabilities Person with a mental illness, people with mental illnesses	Use person first language when speaking about people with disabilities, it emphasizes that the person is more important than the disability
Transgendered person Trans*	People who identify as trans, person who identifies as trans	Again, person first language empowers the individual and makes them more than their identity In addition, there is debate in the trans community about whether

		or not the * in trans* is inclusive, as it supposed to be an umbrella symbol to represent different identities
Gay people Gay community	LGBTQA+ or queer and trans community or queer community	The queer and trans community encompasses more than just people who identify as gay
Illegal alien, illegal immigrant	Immigrant, people who are undocumented	Nobody is illegal and nobody is an alien. Describing someone as illegal or alien is dehumanizing and others a person, making it easier to generalize or dismiss them as a group.
Victim of rape, sexual assault, domestic violence, etc...	Survivor of rape, sexual assault, domestic violence, etc...	“Victim” has a negative connotation, whereas “survivor” has a more positive one. In addition, “victim” implies that the individual is at fault, which is in no way true.
Minority	Marginalized identity, people with marginalized identities	Describing someone as marginalized or as a person with marginalized identity emphasizes that the person’s struggles and oppressions are not their fault. In addition, most identities that are considered “minorities” are not, in fact, minorities.
Ladies and gentlemen, boys and girls, men and women	Folks, everyone, esteemed guests	Not only do these terms assume the gender of your audience, but they also reflect gender binaries, which can be harmful because not everyone fits into the gender binary
Wheelchair bound Confined to a wheelchair	Wheelchair user	Wheelchair bound implies limitations, when in reality a wheelchair is a method of

		freedom. Wheelchair user refers to a person who uses a wheelchair for mobility.
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Thank you

Once again, thank you for taking your time to come to Western and the Associated Students. We appreciate you respecting our policies and procedures. We are excited to have you on our campus!