



**Associated Students of Western Washington University**  
**Academic Support Affairs Committee Council Charge & Charter**  
April 2017~~November 2016~~

**I. CHARGE**

To serve as an advisory body to the AS VP for Academic Affairs on student issues and increase student involvement by:

- Discussing issues originating from the AS Board of Directors, other AS or University committees, within the committee, or directly from students.
- Selecting and gathering input on an issue of the quarter pertaining to campus and/or community matters that impact students.
- Challenge their corresponding colleges about how departments are diversifying their programs.
- Focus on student academic success and identify bottleneck issues within their corresponding colleges.
- Serve as a trial committee for the student senate and work with the AS Structural Review Committee on recommendations.

**II. MEMBERSHIP**

AS VP for Academic Affairs, or designee (Chair)

1 Representative to represent students in their First year at WWU

1 Undeclared student

2 Representatives from each of the 7 academic colleges and the graduate school

1 Representative from the ESC (to be appointed by ESC Presidents Council)  
Secretary (non-voting)

Assistant Director of Student Activities, Advisor (non-voting)

**III. CHAIR**

The Chairperson shall be the AS VP for Academic Affairs. They convene all meetings, develop agendas, and preside at all meetings. The Chairperson will also be responsible for making regular reports to the AS Board of Directors (at the AS Board of Directors' meetings) concerning the committee's position on any issue. The Chair will assist in organizing a program relating to the Issue of the Quarter. The Vice-Chairperson shall be appointed by the committee and acts in the absence of the Chairperson.

**IV. MEETINGS**

The Academic Support Affairs Committee Council will hold regular biweekly meetings. Meetings may be called by any member with a minimum of 24 hours notice (voting or non-voting) when agreed upon by twenty-five percent (25%) of the seated voting membership.

**V. VOTING**

In order for a motion to pass, it must obtain a majority of the legal votes cast. An abstention shall not count as a legal vote cast.

**VI. QUORUM**

A majority of the voting membership shall constitute a quorum. If a quorum is not present, the Chair will adjourn the meeting and reschedule to a new day and hour.

**VII. CONSTITUENCY** Each of the committee members representing a specific constituent group of students (academic colleges, Graduate School, ESC) is responsible for representing the interests of that group. Any method by which the members may become better acquainted with the interests of their constituents is highly encouraged.

**I. RULES  
OF OPERATION**

The committee may adopt and amend rules of operation governing its operation by a majority vote of the council, subject to review or approval by the AS Board of Directors.

**II. AMENDMENTS**

This Charter may be amended by a majority vote of the AS Board of Directors .

**III. REPORTAGE**

This committee shall report to the AS Board of Directors through the AS VP for Academic Affairs. No recommendation of this committee is binding on the decisions of the AS Board of Directors.