



Associated Students of Western Washington University
Student Enhancement Fund Committee Charge & Charter
October 2016

I. CHARGE

To oversee the operations of the Student Enhancement Fund program by:

- Reviewing student applications.
- Making recommendations concerning the allocation of the Student Enhancement Fund funds.
- Evaluating the Student Enhancement Fund program, identifying issues, and recommending changes to the program as a whole.
- Upholding the mission of student funds/fees.
- Maintaining and upholding values and stewardship of student fee dollars.

II. MEMBERSHIP

Student Enhancement Fund Facilitator (Chair)
AS Business Director (Vice Chair)
2 Students at-large, approved by AS President
1 ESC Representative (approved by ESC Presidents Council)
1 AS Club Representative
Secretary (non-voting)
Business Manager, Advisor (non-voting)

III. CHAIR

The Chairperson shall be the Student Enhancement Fund Facilitator. They shall convene meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Business Director and acts in the absence of the Chairperson.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall meet at least once every two weeks with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with support of at least 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, but no less than half the committee membership's affirmative votes. 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. RULES OF
OPERATION**

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