# Associated Students of Western Washington University

**Student Advisory Committee Charter**
**Approved SEN-23-S-42 & EB-23-S-71**
**Expires on June 14, 2024**

## 1. Purpose

The Student Advisory Committee shall be established to provide student opinions to the Western Washington University Administration and Board of Trustees. This committee will complement student voting membership on university committees by forming recommendations based only on student opinions.

The Student Advisory Committee will advise and assist the administration of Western Washington University on issues (1) that affect the accessibility of education for students, (2) that affect the ability of students to be successful in their education, or (3) that are otherwise of great interest to students.

### Outreach

The Student Advisory Committee must make reasonable efforts to get feedback from students and take reasonable steps to inform students of its deliberations, pursuant to RCW 28B.15.190.

## 2. Authority

The Student Advisory Committee is authorized by the recognized student government organization of Western Washington University, to exercise the rights granted to Student Advisory Committees pursuant to RCW 28B.15.190. The Student Advisory Committee is authorized to address issues beyond those listed in RCW 28B.15.190 pursuant to Article III and IV of the AS Charter.
The Student Advisory Committee may request, from the administration of Western Washington University, all nonconfidential information, documents, and reports relating to the topics outlined in section (1).

The Student Advisory Committee may present recommendations regarding those topics outlined in section (1) to the Board of Trustees or appropriate designee, if the Board of Trustees has delegated decision-making power, before final decisions are made.

## 3. Membership

The Student Advisory Committee will consist of up to fifteen (15) members:

### Voting (7)

a. 1 AS Vice President or the AS President (vice chair)
b. 1 AS Student Senator

c. 1 additional AS Student Senator or AS Vice President
d. 1 student employee from the ADEI Unit, including, but not limited to, LGBTQ+ Western, the Multicultural Student Center, and the Disability Access Center
e. 3 students At-Large

### Non-voting (8)

f. 1 AS Student Senator or the AS Senate President (chair)
g. 1 Student Government Assistant (Secretary)
h. 1 *Relevant Advisor* (Advisor)
i. 5 university liaisons, named annually

### Appointment

The Executive Board will appoint the Vice Chair (a), the Senator or Vice President (c), the ADEI unit student employee (d), and one student at large (e). The Student Senate will appoint the Chair (f), the Senator (b), and 2 students at large (e). Nominees to this committee will be appointed via consent items in the Executive Board and Student Senate.

Appointment of the advisor and student government assistant will be made based on availability.

University liaisons will offer advice and knowledge as needed and are appointed by the University Administration.

## 4. Chair

The Chair shall be an AS Student Senator or the AS Senate President. The Vice Chair shall be an AS Vice President or the AS President. The Chair has final authority over the agenda and will run all meetings. Both the Chair and Vice Chair may call meetings. In the absence of the Chair, the Vice Chair will act as Chair.

The Chair shall not vote except in the case of a tie. The Vice Chair may vote except when acting as chair.

## 5. Meetings

Meetings shall be called by the Chair or Vice Chair. The committee shall generally meet every other week 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.

The first meeting of each academic year will take place only when the Chair or Vice Chair has been appointed and when the total seated, voting membership is three (3) or greater.

### Open Meetings

The Chair and Vice Chair should make a reasonable effort to allow public access to the proceedings of this committee. The Secretary shall keep minutes and recordings of meetings to this effect.

## 6. Quorum

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

## 7. Voting

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

## 8. Working Groups

In order to provide for coordination and direction, this committee may establish working groups. These groups would work on committee recommendations or anything else the committee deems necessary to fulfill its purpose.

## 9. Rules of Operations

This committee will follow the rules of operations established by the Student Government. This committee may choose to use its own rules of operations as it sees fit. Such rules must conform to this charter and all other governing policies, procedures, and laws.

## 10. Amendments

This Charter may be amended with the approval of the Student Senate and Executive Board.

## 11. Reportage

This committee shall report to the Student Senate through the Chair and to the Executive Board through the Vice Chair. The Chair and Vice Chair are expected to report new business of this committee at all meetings of the Student Senate and Executive Board.

## 12. Dissolution

The Student Advisory Committee shall be a standing committee of the ASWWU, it may be dissolved by a supermajority (60% + 1) vote of the Student Senate and Executive Board. This section may only be amended by a supermajority vote of the Student Senate and Executive Board.