

Western Washington University
Student Engagement
Student Opportunities Committee Charge & Charter

I. CHARGE

To oversee the operations of the Student Opportunities Committee by:

- Upholding the mission of student funds and fees.
- Maintaining and upholding values and stewardship of student fee dollars.
- Reviewing student applications

WWU Student Enhancement Fund

- Working to increase awareness and participation with the student body to allow students to advance themselves through the use of SEF Funds
- Evaluating the Student Enhancement Fund program, identifying issues, and recommending changes to the program.
- Making recommendations concerning allocations of the Student Enhancement Fund.

WWU Employee Development Fund

- Making recommendations concerning allocations of the Employee Development Fund

II. MEMBERSHIP

Voting:

Business Director (Vice Chair)
1 Student At-Large*
1 Student Senator
1 The Centers Representative
1 Club Representative

Non-Voting:

Student Enhancement Fund Coordinator (Co-Chair)*
Student Staff Engagement Coordinator (Co-Chair)*
Secretary (SGA)
Business Manager of Student Engagement (Advisor)

*The Student Enhancement Fund Coordinator will serve as a voting member for the Employee Development Fund and the Student Staff Engagement Coordinator will serve as a voting member for the Student Enhancement Fund.

III. CHAIR

The Co-Chairs shall be the Student Enhancement Fund Coordinator and the Student Staff Engagement Coordinator. They shall convene the meetings, develop agendas, and preside at all meetings. The Vice Chairperson shall be the Business Director and act in the absence of the Co-Chairs.

IV. MEETINGS

Meetings shall be called by the Co-Chairs. The Committee shall generally meet every week with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with the support of at least twenty-five (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. In case of a tie, the Student Enhancement Fund Coordinator and Student Staff Engagement Coordinator shall act as voting members for their respective funds. The Co-Chairs may propose motions.

If two or more SOC meetings are canceled due to a lack of quorum or there is not a seated Committee, the Student Enhancement Fund Coordinator and Student Staff Engagement Coordinator may make decisions on applications for their respective funds set to be discussed at those meetings with the counsel of the Assistant Director of Business & Planning and the Business Director.

VI. QUORUM

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

VII. RULES OF OPERATIONS

The Co-Chairs of the Committee may adopt and amend rules of operations by a majority vote of the Committee. Members of the committee can propose changes to an agenda.