



Associated Students of Western Washington University
Inter-Club Council Charge & Charter
October 2010

- I. CHARGE** To strengthen the Associated Students Club System by expanding inter-club communication. To improve the awareness of, and access to resources within the AS that are available to clubs. To serve as a representative voice in the process of developing and recommending new resources and services for club members.
- II. MEMBERSHIP** AS Vice President for Activities (Co-Chair)
AS Club Coordinator (Co-Chair)
1-2 representatives from each current AS Club Category
Student Activities Advisor and or designated Graduate Student Advisor
- III. CHAIR** The Chairpersons shall be the AS Vice President for Activities and the AS Club Coordinator. They shall convene the meetings, approve agendas, and preside at all meetings.
- IV. MEETINGS** Meetings shall be called by the Chair. The council shall meet at least twice per month with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (25%) of the seated, voting membership.
- V. VOTING** As this committee has no final decision making authority, voting is not necessary.
- 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.
- VH. SUBCOMMITTEES** In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure.
- Via. RULES OF OPERATION** The council may adopt and amend rules of operation governing its operation by consensus of the council, subject to review or approval by the AS Board of Directors.
- IX. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- X. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Activities.



**Associated Students of Western Washington University
Management Council Charge & Charter
October 2010**

I. CHARGE

The intent of the Management Council is to provide a forum in which the student leaders of internal AS departments can come together to foster communication and teamwork. The council will provide support services, help develop policies for managing the AS organization, and distributing funds from the AS Program Supplemental fund. The council also serves as an advisory group for AS Structure and Program Advisory Committee on all matters relating to the internal affairs of the associated students including, but not limited to, budgeting, personnel, program standards, the creation of new programs, the alteration or elimination of existing programs, AS structure and long-term goals.

II. MEMBERSHIP

AS Vice President for Business & Operations (Chair)
AS Productions Director
Resource & Outreach Programs Director
Representation & Engagement Programs Associate Director
KUGS Program Director
Environmental & Sustainability Programs Associate Director
AS Review Editor in Chief
AS Business Director
AS Personnel Director
Ethnic Student Center Public Relations Support Staff
Outdoor Center Equipment & Bike Shop Coordinator
4-Quarter Publicity Center Account Executive
Recycle Center Education Coordinator
Secretary (non-voting)
Director of Student Activities (Advisor)

III. CHAIR

The Chairperson shall be the AS Vice President for Business & Operations. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be selected at the discretion of the council and acts in the absence of the Chairperson.

IV. MEETINGS

Meetings shall be called by the Chair. The council shall 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 (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.

Vn. FUNDING

It shall be the purview of this council, in addition to normal AS budgeting procedures and subject to the regular review process, to allocate Supplemental Funding for Events funding and to review AS Productions, Resource & Outreach and Environmental & Sustainability Program Discretionary funding use.

- VIII. SUBCOMMITTEES** In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure.
- IX. RULES
OF OPERATION** The council 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.
- X. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- XI. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Business & Operations.



Associated Students of Western Washington University
Project Leadership Committee Charge & Charter
October 2010

- I. CHARGE** To organize and implement a unique leadership experience targeted towards the emerging leaders on Western's campus. To foster leadership development within (but not limited to) the Associated Students employee and club systems.
- II. MEMBERSHIP** AS Vice President for Activities (Chair)
AS Club Coordinator (Vice Chair)
AS Vice President for Student Life
AS Vice President for Diversity
1- AS Student Employee
1-2 Students-at-Large
Washington Leadership Advantage Leadership Development Specialist or designee (non-voting liaison)
Student Activities Advisor (non-voting)
- III. CHAIR** The Chairperson shall be the Vice President for Activities. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Club Coordinator and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet when called upon by the chair with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (25%) of the seated, voting membership.
- V. VOTING** Decisions shall be made by consensus. If consensus cannot be made, any voting member can make a motion. 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.
- VH. SUBCOMMITTEES** In order to provide for coordination and direction, the committee may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the committee with respect to procedure.
- VIII. RULES OF OPERATION** The committee may adopt and amend rules of operation governing its operation by a consensus decision of the committee, subject to review or approval by the AS Board of Directors.
- IX. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- X. REPORTAGE** This committee shall report to the AS Board of Directors through the AS Vice President for Activities.



Associated Students of Western Washington University
Activities Council Charge & Charter
October 2010

- I. CHARGE** Recognize Associated Students Clubs, establish policies, provide training and grant funding to a wide range of campus activities, events and conferences. Act as the primary distributor of available programming monies, according to established AS Board of Directors and Council Rules of Operation.
- II. MEMBERSHIP** AS Vice President for Activities (Chair)
AS Assistant Business Director (Vice Chair)
AS Club Coordinator
AS Productions Representative, appointed by AS Productions Director
Resource & Outreach Program Representative, appointed by ROP Director
5 - AS Club Representatives
1 Student-at-large
Secretary (non-voting)
Advisor (non-voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Activities. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Assistant Business Director and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The council shall meet no less than three times per month with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with 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, but no less than four (4) 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. FUNDING** It shall be the purview of this council, in addition to normal AS budgeting procedures and subject to the regular review process, to allocate funding to student groups for events not budgeted for elsewhere by the AS Board of Directors.
- VIII. SUBCOMMITTEES** In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure. All Chairpersons shall be voting student members.
- IX. RULES OF OPERATION** The council 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.
- X. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- XI. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Activities.



Associated Students of Western Washington University
Alternative Transportation Fee Committee Charge & Charter
October 2010

- I. CHARGE**
- To manage the operations of the Western Student Transportation (WST) program. To oversee the finances of the WST Program and Alternative Transportation Fee. To evaluate the WST program, review student input, identify issues, and recommend changes in the fee as well as the program as a whole. Above all the charge of this committee is to uphold the Fee Mission: The Alternative Transportation Fee provides students with viable transit services, and encourages sustainable transportation practices through student engagement in education and advocacy.
- II. MEMBERSHIP**
- AS Vice President for Governmental Affairs (Chair)
AS Vice President for Student Life (Vice Chair)
AS Alternative Transportation Coordinator
1 Student at Large, appointed by AS Board of Directors
Sustainable Transportation Program Manager
Director of Public Safety
Financial Manager for the Alternative Transportation Fee
Director of Student Activities-Advisor (Non-voting)
Student Transportation Program Assistant-Secretary (Non-voting)
- III. CHAIR**
- The Chairperson shall be the AS Vice President for Governmental Affairs. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be AS Vice President for Student Life and acts in the absence of the Chairperson.
- IV. MEETINGS**
- Meetings shall be called by the Chair. The committee shall meet at least once per quarter with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (25%) of the seated, voting membership.
- V. VOTING**
- Decisions shall be made by consensus. If consensus cannot be made, any voting member can make a motion. 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. RULES
OF OPERATION**
- The committee may adopt and amend rules of operation governing its operation, subject to review or approval by the AS Board of Directors.
- VIII. AMENDMENTS**
- This Charter may be amended by a majority vote of the AS Board of Directors.
- IX. REPORTAGE**
- This committee shall report to the AS Board of Directors through the AS Vice President for Governmental Affairs. Any fee recommendations made to the Board of Directors shall be in consultation with the Vice President for Business and Financial Affairs.



Associated Students of Western Washington University
Legislative Affairs Council Charge & Charter
October 2010

- I. CHARGE** To increase student involvement, formulate policies and positions of the ASWWU relating to legislative activities, community governance and relations, national affairs and external matters. To monitor and approve the use of the Legislative Action Fund to enhance efforts those directly represents students in legislative activities.
- II. MEMBERSHIP** AS Vice President for Governmental Affairs (Chair)
AS Legislative Liaison (non-voting)
5 - Students at-Large, appointed by the AS Board of Directors
(additional at-large positions may be added for content and value)
1 - Student Senate Representative
Secretary (non-voting)
Advisor (non-voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Governmental Affairs. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be selected at the discretion of the council and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The council shall meet at least twice prior to the establishment of an AS Legislative agenda. All meetings must be called with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with 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.
- 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.
- VH. RULES OF OPERATION** The council 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.
- VIII. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- IX. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Governmental Affairs.



Associated Students of Western Washington University
Structure and Program Advisory Committee Charge & Charter
October 2010

I. CHARGE

Will act as an advisory committee to the AS Board of Directors making appropriate recommendations to the AS Board of Directors regarding structure, policies, procedures, and carry out the implementation of the Tactical Assessment Program (TAP). Their topics for discussion will include, but are not limited to, reportage concerns, position relevance, hiring processes, transition tactics, program standards, the creation of new programs, the alteration or elimination of existing programs, AS structure, and long-term goals.

II. MEMBERSHIP

AS Vice President for Business & Operations (Chair)
AS Vice President for Diversity (Vice-Chair)
1 Student Senator
1 AS Employee
5 Students-at-large, with a minimum of 3 that are not employees of the AS
Director of Student Activities (Advisor, Non-Voting)
Secretary (Non-Voting)

III. CHAIR

The Chairperson shall be the AS Vice President for Business & Operations. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Vice President for Diversity and acts in the absence of the Chairperson.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall meet with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with 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.

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.

**VH. 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.

VIII. AMENDMENTS

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

IX. REPORTAGE

This committee shall report to the AS Board of Directors through the AS Vice President for Business & Operations.