

**Associated Students of Western Washington University**  
**Management Council**  
**Charge & Charter**  
September, 2009 August 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
- REP Associate Director
- KUGS Program Director
- ESP Associate Director
- AS Review Editor in Chief
- AS Business Director
- AS Personnel Director
- ESC Public Relations Support Staff
- Outdoor Center Equipment & Bike Shop Coordinator
- 4-Quarter PC Account Executive
- Recycle Center Staff Manager
- Secretary (non-voting)
- Director of Student Activities (Advisor)

**III. CHAIR**

The Chairperson shall be the AS Vice President for Business & Operations. (S)he convenes all meetings, approves agendas, and presides at all meetings. A Vice Chairperson may be selected at the discretion of the council and acts in the absence of the Chairperson.

**IV. MEETINGS**

The council shall meet every other week at a regularly established time. Meetings shall be called by the Chairperson with a minimum of twenty-four (24) hours notice. Meetings may also be called by any member when requested 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 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. AMENDMENTS**

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

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**VIII. RULES**

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

**X. SUBCOMMITTEES**

In order to provide for coordination and direction within specific activity areas, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the Management Council with respect to procedure.

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