

**Associated Students of Western Washington University**

Green Energy Fee Committee Charge & Charter  
October 2012

1. **CHARGE** To oversee the operations of the Green Energy Fee program by:

* Reviewing project applications
* Making recommendations concerning the allocation of Green Energy Fee funds and following up on multi-year projects
* Evaluating the Green Energy Fee program, identifying issues, and recommending changes to the fee level as well as the program as a whole.
* Acting in accordance with the Green Energy Fee Program Rules of Operation
* Upholding the Fee Mission.

1. **MEMBERSHIP** AS Vice President for Student Life (Chair)   
   AS Vice President for Academic Affairs (Vice Chair)  
   2 Students at-large, appointed by AS Board of Directors  
   2 Faculty representatives, appointed by the Faculty Senate  
   1 Representative from Business and Financial Affairs  
   Environmental &Sustainability Programs Associate Director (non-voting on   
    project selection only)  
   AS Green Energy Fee Education Coordinator (non-voting)  
   Green Energy Fee Grant Program Coordinator (non-voting)  
   Secretary (non-voting)  
   Director of Student Activities, Advisor (non-voting)  
   This committee may, at any time, solicit expert or guest feedback.
2. **CHAIR** The Chairperson shall be the AS Vice President for Student Life. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Vice President for Academics and acts in the absence of the Chairperson.
3. **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.
4. **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.
5. **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.
6. **RULES** The committee may adopt and amend rules of operation governing its

**OF OPERATION** operation by a majority vote of the committee, subject to review or approval by the AS Board of Directors.

1. **AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors in consultation with the President of Western Washington University, or their designee.
2. **REPORTAGE** This committee shall report to the AS Board of Directors through the AS Vice President for Student Life in consultation with the President of Western Washington University, or their designee.