



Associated Students of Western Washington University
Student Technology Fee Renewal Committee Charge & Charter
September 2012

- I. CHARGE** To act as an advisory group to the Associated Students Board of Directors with regards to the Student technology Fee by:
- Making appropriate recommendations to the ASBOD regarding the renewal of the Student Technology Fee which will be voted on by the student body
 - Meeting with the various stakeholders Gathering student input
 - Proposing a fee to the ASBOD that reflects the values of the students.
- II. MEMBERSHIP**
- AS Vice President for Academic Affairs (Chair)
 - 1 other AS Board Member, at discretion of the AS President
 - 1 Student Senator
 - 1 Student-at-Large, appointed by the ASBOD
 - 1 Faculty Senate members
 - Director of Academic Technology and User Services
 - Vice Provost for Information technology
 - Director of Student Activities (Advisor, non-voting)
- III. CHAIR** The Chairperson shall be the Vice President for Academic Affairs. The Chairperson shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be selected at the discretion of the committee and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet at least once every two (2) weeks 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. 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 majority vote 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 Vice President for Academic Affairs.