



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.