



Associated Students of Western Washington University
Activities Council Charge & Charter
~~October 2012~~ October 2013

I. CHARGE

Ensure student access to involvement opportunities through the AS Club System by:

- Recognizing AS Clubs and name changes
- Establishing and enforcing policies.
- Allocating funding for events, activities, and conferences.
- Overseeing distribution of the AS Bookstore Donation fund.
- Providing guidance to requesting parties the proper adherence of policies and procedures.
- Providing guidance to requesting parties in connecting with proper resources on and off campus.
- Providing guidance to align AS Clubs with the Associated Students Strategic Plan and Mission Statement.
- Creating contracts and hold AS Clubs accountable in upholding responsibilities if necessary.

II. MEMBERSHIP

AS Vice President for Activities (Chair)
AS Assistant Business Director (Vice Chair)
AS Club Coordinator
5 AS Club Representatives (from 5 different clubs)
3 Students-at-large
Secretary (non-voting)
Advisor (non-voting)

III. CHAIR

The Chairperson shall be the AS Vice President for Activities. They 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. When school is not in academic session the decision making process is delegated to AS VP for Activities and AS Activities Advisor.

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.