



Associated Students of Western Washington University
~~Green Energy Fee~~ Sustainable Action Fund Committee Charge & Charter
September 2015~~4~~

- I. CHARGE** To oversee the operations of the Sustainable Action Fund~~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 Sustainable Action Fund~~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 Sustainable Action Fund~~Green Energy Fee~~ Program Rules of Operation.
 - Upholding the Fee Mission.
- II. MEMBERSHIP** AS Vice President for Student Fife (Chair)
AS Vice President for Business and Operations~~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~~ Sustainable Action Fund Coordinator (non-voting)
Sustainable Action Fund~~Green Energy Fee~~ Grant Program Coordinator (non-voting)
Secretary (non-voting)
Assistant Director of Viking Union Facilities, Advisor (non-voting)
This committee may, at any time, solicit expert or guest feedback.
- III. CHAIR** The Chairperson shall be the AS Vice President for Student Fife. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Vice President for Business and Operations~~Academics~~ and acts in the absence of the Chairperson.
- IV. 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 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, 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.
- VII. 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.

VIII. 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.

IX. 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.