



## **Associated Students of Western Washington University**

### **Legislative Affairs Council Charge & Charter**

September 2015

#### **I. CHARGE**

Legislative Affairs Council serves to increase student representation by:

- Encouraging civic engagement and student participation in the political process.
- Creating, reviewing, and proposing Local, State, Federal, and other proposed Legislative and Administrative Agendas to the Associated Students of Western Washington University (ASWWU) Board of Directors.
- Submitting recommendations to the Washington Student Association (WSA) regarding the statewide Legislative Agenda.
- Establishing contact with elected officials to ensure that student perspectives are being considered at all levels of government.
- Formulating policy positions for all matters concerning students in higher education for approval by the AS Board of Directors.
- Reviewing funding request proposals, making financial decisions, and monitoring the expenditures of student funds paid to the Legislative Action Fund.
- Approving a budget for the Legislative Action Fund in areas designed to more directly represent Western Students at the local, state and federal level, which follows the LAF budget policy.

#### **II. MEMBERSHIP**

AS Vice President for Governmental Affairs (Chair)

AS Legislative Liaison

AS Local Issues Coordinator

6-8 Students at-Large, appointed by the AS Board of Directors

1- Graduate Student

1- Western Votes! Representative

1- ESC Representative (appointed by ESC Presidents Council)

Secretary (non-voting)

Associate Dean of Student Engagement and Director of Viking Union Facilities or designee.(Advisor, non-voting)

#### **III. CHAIR**

The Chairperson shall be the AS Vice President for Governmental Affairs. They shall convene the meetings, draft agendas, and preside at all meetings. The Vice-Chairperson shall be selected at the discretion of the council and acts in the absence of the Chairperson.

#### **IV. MEETINGS**

Meetings shall be called by the Chair. The council shall meet at least twice prior to the establishment of an AS Legislative agenda. All meetings must be called 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. 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. During the summer, and when not in academic session, this council's

responsibilities fall to the AS VP for Governmental Affairs with approval from the AS President and Assistant Dean of Student Engagement/ Director of Viking Union Facilities or designee.

**VII. 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.

**VIII. AMENDMENTS**

This Charter may be amended by a majority vote of the AS Board of Directors

**IX. REPORTAGE**

This council shall report to the AS Board of Directors through the AS Vice President for Governmental Affairs.