

## The Queer Guild Summit Proposal

### Charge

- The Queer Guild Summit is a compilation of AS Queer and Trans focused clubs working to set policies and procedures to hold each other accountable and maintain the mission state of the university.
  - o Creating program standards and procedures for AS Queer and Trans focused clubs
  - o Conducting strategic planning and long term goals for individual clubs
  - o Creating, altering, and supporting existing programs and AS Queer and Trans focused clubs.
  - o Providing a space in which AS leaders can come together and address issues affecting the community
  - o Making recommendations on budgets and distribution of funds to AS Queer and Trans focused clubs asking for funding
  - o Providing a space in which AS leaders can come together and provide support for one another's club
  - o Engaging in resource exchange between AS Queer and Trans focused clubs
  - o To foster inter club communication and provide space to plan a collaborative large scale quarterly event

### Membership

- AS Queer Resource Center position: AS QRC Community Programing Coordinator (non-voting Chair)
- At least one representative (Any leading officer) from each AS Queer and Trans focused clubs (voting privileges)
  - o Each club votes as a whole, therefore only gets one vote regardless of how many representatives are present.
- AS QRC Social Media Intern (as needed, non-voting)

### Chair

- The chairperson shall be the AS QRC Community Programing Coordinator. Their responsibilities include:
  - o Facilitating conversations and the meeting
  - o Approve agendas
  - o Promote Queer and Trans focused club events
  - o Update, create, and maintain a comprehensive calendar of all AS WWU Queer and Trans focused clubs events and meeting times,
  - o Provide online bi-weekly updates
- The responsibilities of the AS QRC Social Media Intern:
  - o Take minutes and upload minutes
  - o The AS QRC Social Media Intern will act in the absence of the chairperson

## Meetings

- Meetings shall be called by the chairperson.
- The council shall meet at least twice a month with a minimum of twenty-four (48) hours' notice.
- Meetings may also be called by a member with support of at least twenty-five (25%) of the seated, voting membership.

## Voting

- Moving an info item into an action item requires a voting member to make a motion.
- Any voting member can make a motion. In order for a motion to pass it must obtain a majority (75%) of the voting membership approval

## Quorum

- A majority of the voting membership shall constitute a quorum. If a quorum is not present the chairperson will adjourn the meeting and reschedule to a new day and hour.

## Subcommittees

- In order to provide 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.

## Rules of Operation

- Info items are proposed by AS Clubs one week and turned into a motion item the following week.
- In cases of emergency, the chairperson is allowed to suspend bylaws and turn an info item into an action item for approval the same day with majority (75%) support of the voting membership.
- Info Items under \$500 are allowed to be turned into action items the same meeting with the approval and support of the majority (75%) of the voting membership.

## Amendments

- The Charter may be amended by a majority (75%) vote of the voting membership