



Associated Students of Western Washington University

Legislative Affairs Council Charge & Charter

October 2018

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 or designee (Chair)

AS Legislative Liaison

AS Local Liaison

AS REP Organizing and Outreach Coordinator (non-voting)

6-8 Students at-Large, appointed by the AS Board of Directors (REP employees not allowed)

1- Graduate Student or Graduate Student Advisory Council (GSAC)

Representative

1- ESC Representative (appointed by ESC Leadership Advocacy Force)

1- ESP Representative (appointed by the ESP Director)

1 - SAIRC Representative (appointed by SAIRC Outreach Coordinator)

Board Assistant for Representation and Engagement Programs (Secretary, non-voting)

Associate Director of Student Representation and Engagement (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

Meeting's 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.

**VR. 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.