



**Associated Students of Western Washington University**  
AS Food & Housing Insecurity Advisory Committee Charge & Charter  
April 2019

- I. CHARGE** To evaluate current needs on campus regarding food and housing insecurities. This committee will serve as an avenue to develop best practices, policies, and procedures to ensure students experiencing food and/or housing insecurities are being supported. This committee will ensure continuous support for Western Hub of Living Essentials as well as the Birnam Wood Food Pantry. This committee will work closely related with existing programs that address food and/or housing insecurities.
- II. MEMBERSHIP** Vice President for Sustainability (Chair, non-voting).  
Coordinator for Student Advocacy & Identity Resource Centers (Advisor, non-voting).  
Feeding Western Coordinator/AmeriCorps VISTA (voting).  
AS Outback Coordinator (Voting).  
1-2 Residence Life representatives (Voting).  
1 Representative from the Ethnic Student Center (Voting).  
1-2 Graduate student representatives (Voting).  
Queer Resource Center Advocacy Coordinator (Voting).  
Student Advocacy & Identity Resource Center Outreach & Representation Coordinator (Voting).
- III. CHAIR** The Chairperson shall be the Vice President for Sustainability. The Chairperson shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be Selected at the discretion of the committee and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet At least once a week 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. 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. SUBCOMMITTEES** In order to provide for 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.
- VIII. 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.
- IX. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- X. REPORTAGE** This committee shall report to the AS Board of Directors Through the VP for Sustainability.