



Associated Students of Western Washington University Facilities & Services Advisory Council Charge & Charter Expires on October 1, 2019

I. CHARGE

The purpose of the Facilities & Services Advisory Council is to act as an advisory council providing student input to the Director of VU Facilities by:

- Reviewing policies and operational procedures for Viking Union Facilities including Lakewood and the AS Recycle Center.
- Establishing policies and overseeing operations of AS programs managed through Viking Union Facilities including: the Child Development Center, Publicity Center, AS Vehicles, the Viqueen Lodge, and the Outdoor Center.
- Making recommendations on fiscal and operational topics to the AS Board of Directors and the Director of VU Facilities.
- Facilitating the annual “Facilities & Services Proposals” process to prioritize requests heard from AS offices as a recommendation to the Director of VU Facilities.
- Approving authorizations in excess of \$1,500 from the AS Repair and Replacement budget [FXXGRR].

II. MEMBERSHIP

Voting:

AS VP for Business & Operations (Chair)

1 - 2 Students-at-large

1 Student representative from Viking Union

1 Student representative from Outdoor Center

1 Student representative from the Child Development Center

1 Student representative from the Publicity Center

1 Student representative from Lakewood Disability Outreach Center Coordinator

Non-voting:

Secretary

Assistant Director of Viking Union Facilities or designee

Associate Dean of Student Engagement and the Director of the Viking Union Facility

III. CHAIR

The Chairperson shall be the AS VP for Business & Operations. The Vice-Chairperson shall be selected at the discretion of the council and acts in the absence of the Chairperson. The Chairperson shall convene the meetings, develop agendas, and preside at all meetings.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall generally meet every other 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 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 seated 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, or when the council is not in session, this council's responsibilities fall to the AS VP for Business & Operations in consultation with the AS Executive Board.

VII. SUBCOMMITTEES

In order to provide for coordination and direction, the council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the council with respect to procedure.

VIII. RULES OF OPERATIONS

The council may adopt and amend rules of operations governing its operation by a majority vote of the council, subject to review and approval by the AS Executive Board.

IX. AMENDMENTS

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

X. REPORTAGE

This committee shall report to the AS Executive Board through the AS Vice President for Business and Operations.