



**Associated Students of Western Washington University**  
Management Council Charge & Charter  
October 2018

**I. CHARGE**

The purpose of the Management Council is to provide a forum in which the student leaders of internal AS departments can come together to foster communication, teamwork, and to share recommendations and best practices to improve AS-wide operation and program and services by:

- Providing input and making recommendations about AS policies and administrative processes. Including but not limited to: AS training, AS employee evaluations, AS hiring, the AS Employment Policy and the AS Program Standards, Personnel Office items / topics, budget processes, communications and assessments
- Making decisions about distributing funds from the AS Program Supplemental Event Fund. (FXXSBR-ASBSCW)
- Taking over the assessment process in the event that SPAC is suspended.

**II. MEMBERSHIP**

AS Vice President for Business & Operations  
AS Business Director (Chair)  
AS Communications Director  
AS Environmental & Sustainability Programs Director  
AS Ethnic Student Center Internal Coordinator  
AS KUGS Program Director  
AS KVIK member  
AS Outdoor Center Equipment & Bike Shop Coordinator  
AS Personnel Director  
AS Productions Director  
AS Representation & Engagement Programs Director  
AS Resource & Outreach Programs Director  
AS Review Editor in Chief  
AS Publicity Center Account Executive (appointed by AS PC Coordinator)  
AS Club Event Planning Facilitator  
AS WWU Student Senator  
Secretary (non-voting)  
Assistant Director for Student Activities (Advisor)  
AS Assessment Coordinator (non-voting)

**III. CHAIR**

The Chairperson shall be the AS Business Director. They shall convene the meetings, develop 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 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 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. FUNDING** It shall be the purview of this council To allocate Supplemental AS Program Funding [FXXSBR-ASBSCW]
- VIII. 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.
- IX. 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 and approval by the AS Board of Directors.
- X. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- XI. REPORTAGE** This council shall report to the AS Board of Directors through the AS VP for Business & Operations.



**Associated Students of Western Washington University**  
**Leadership Council Charter**  
Expires on June 31, 2019

**I. CHARGE**

The purpose of the Leadership Council is to develop leadership and communication in the AS by:

- Evaluating the general mission and direction of the Associated Students.
- Reviewing AS-wide processes, practices, and policies.
- Sharing recommendations for best practices.
- Engaging in leadership development.

**II. MEMBERSHIP**

AS Business Director (Chair)  
AS President (Vice Chair)  
AS Senate Pro Tempore  
AS Communications Director  
AS ESP Director  
AS ESC Representative  
AS SAIRC Representative  
AS KUGS Program Director  
AS Outdoor Center Representative  
AS Personnel Director  
AS Productions Representative  
AS REP Director  
AS Review Editor in Chief  
AS Publicity Center Representative  
AS Club Activities Representative  
AS Assessment Coordinator  
AS Board Assistant (Secretary)  
AS Assistant Director for Student Activities (Advisor)

**III. CHAIR**

The Chairperson shall be the AS Business Director. They shall convene the meetings, develop agendas, and preside at all meetings. The Vice Chairperson shall be the AS President and act as the Chairperson in their absence.

**IV. MEETINGS**

Meetings shall be called by the Chair. The committee shall generally meet once a month with a minimum of twenty-four (24) hours' notice.

**V. VOTING**

As this council has no final decision making authority, voting is not necessary.

**X. AMENDMENTS**

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