



Associated Students of Western Washington University Activities Council Charge & Charter

Expires on ~~October 1, 2019~~ **October 31, 2021**

I. CHARGE

The purpose of the Activities Council is to promote an engaged campus community by:

- Recognizing AS Clubs.
- Authorizing AS Club name and statement of purpose changes.
- Allocating funding for events, activities, publications, and conferences from Grants/Underwrite/Loans (FXXGRN), Club Conference Funding (FXXCLC), and Large Event Opportunity Fund (ASBSDE).
- Overseeing distribution of the AS Bookstore Donation fund.
- Providing guidance on proper adherence to policies and procedures.
- Connecting AS Clubs with resources.
- Providing guidance to align AS Clubs with the values of the AS Strategic Plan and AS Mission Statement.
- As necessary, place stipulations on the activities of the requesting AS Club

II. MEMBERSHIP

Voting:

AS Vice President for Activities (Chair)

~~AS Club Business Director~~ **AS Club**

Finance Coordinator (Vice Chair)

~~AS Club Events Facilitator~~ **2 AS Club**

Event Coordinator

3 AS Club Representatives (from 3 different clubs)

2 Students-at-large

Non-voting:

Secretary

~~AS Clubs Activities Coordinator~~ **Program Advisor** (Advisor)

III. CHAIR

The Chairperson shall be the AS Vice President for Activities. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chair person shall be the ~~AS Club Business Director~~ **AS Club Finance Coordinator** and acts in the absence of the Chairperson.

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, but no less than seven (7) affirmative votes. 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, or when the council is not in session, this council's responsibilities fall to the AS VP for Activities and AS ~~Coordinator of Student Activities~~ **Clubs Program Advisor** with the exception of LargeEvent Opportunity Fund requests. Those shall be heard by a taskforce of the ASVP for Activities, 3 AS Student Directors and 1 other AS Board of Directors Member.

VII. FUNDING

It shall be the purview of this council, in addition to normal AS budgeting procedures and subject to the regular review process, to allocate funding to student groups for events not budgeted for elsewhere by the AS Board of Directors.

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. All Chairpersons shall be voting student members.

IX. 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.

X. AMENDMENTS

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

XI. REPORTAGE

This committee shall report to the AS Executive Board though the AS Vice President for Activities.