



**Associated Students of Western Washington University**  
**Sustainability, Equity, and Justice Fund Committee Charge & Charter**  
Expires **October 31, 2022**

**CHARGE:**

To oversee the operations of the Sustainability, Equity, and Justice Fund program by:

- Reviewing grant applications.
- Making recommendations concerning the allocation of Sustainability, Equity, and Justice Fund funds and following up on multi-year grants.
- Evaluating the Sustainability, Equity, and Justice Fund program, identifying issues, and recommending changes to the fee level as well as the program as a whole.
- Acting in accordance with the Sustainability, Equity, and Justice Fund Program Rules of Operation.
- Upholding the Fee Mission.

**STANDARDS**

Working proactively and collectively as committee members to create an inclusive space that recognizes/addresses the marginalization and disenfranchisement of specific groups of people who have not had voice in sustainability movements through:

- Defining equity and justice, and aligning committee conduct and processes to reflect these values
- Integrating educational opportunities and dialogue to build understanding of environmental justice and systemic issues rooted in the history of sustainability and environmentalism
- Redefining sustainability on campus and in the larger community to reflect focuses on human health

**MEMBERSHIP**

**Voting:**

AS Vice President for Sustainability (Chair)

**Environmental & Sustainability Programs Director (Vice Chair)**

AS Vice President for Student Services

3 Student at-large , appointed by AS Executive Board - 2 Students at-large with interest in equity and/or justice - 1 Student at- large,

1 WWU AS Senator

1 Faculty representative, appointed by the Faculty Senate

1 Representative from Business and Financial Affairs 1 Student Staff Representative from SAIRC

1 ESC Student Staff Representative

**Non-voting:**

Sustainability, Equity, and Justice Fund Education Coordinator

Sustainability, Equity, and Justice Fund Grant Program Coordinator

Sustainability, Equity, and Justice Fund Project Coordinator

Secretary

Assistant Director of Viking Union Facilities, Advisor

This committee may, at any time, solicit expert or guest feedback

**CHAIR**

The Chairperson shall be the AS Vice President for Sustainability. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice- Chairperson shall be AS Environmental and Sustainability Programs Director and acts in the absence of the Chairperson.

**Commented [LW1]:** This position was unfilled for many years?

I brought up this topic and the topic of tokenism which was previously discussed in SEJF with Naira and the Exec Board.

I talked with Naira and they said positions in the ESC change over time and new people filter in each year, so opinions or general stances can change with time, so they aren't sure where the ESC is at now but we should check in and she will also do so. At the moment, ESC is \*very\* understaffed (2 positions filled, maybe 6 absent, but that is just a guesstimate), but ESC might still be interested in being in the committee however keep in mind everyone is overworked, strained, etc. Again she'll reach out to ask around and I will check in with Naira here and there.

1. MEETINGS

Meetings shall be called by the Chair. The committee shall meet at least once per quarter 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.

2. VOTING

In order for a motion to pass, it must obtain a majority of the legal votes cast, but no less than four (4) affirmative votes. An abstention shall not count as a legal vote cast.

3. QUORUM

A two-thirds majority of the voting membership (8 of 11 people) 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, when council is not in session, or when the committee must meet when not every position is yet appointed; Members of the committee can still meet to hear the student group’s proposals and engage in dialogue so long as 6 or 7 committee members attend, but the attending members must decide if they feel confident enough to vote on a proposal in the absence of quorum. In this specific circumstance, voting on large sized grant proposals (\$35,000+) is cautioned, but still permissible. Grant proposal votes should be thoroughly considered before casting confident votes.

4. 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 Executive Board.

5. AMENDMENT

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

6. REPORTAGE

This committee shall report to the AS Executive Board through the AS Vice President for Sustainability in consultation with the President of Western Washington University, or their designee.

**Commented [LW2]:** ASWWU Executive Board really liked this section. They liked that the language was specific and liked the compromise for the described situation under “in the event that”, especially since the committee can deal with a substantial amount of students’ money.