



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.

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.

a. In the event that:

- The SEJF Committee must meet,
- The 11 SEJF committee members are not fully appointed and will not be in time for the meeting,
- Quorum would not be met in the meeting;

The committee can still meet to hear the student group's presentation and engage in dialogue so long as 6 or 7 committee members attend, but the attending members in the meeting must decide if they feel confident enough to vote to approve a proposal in the absence of quorum. In this specific circumstance, only small (up to \$5,000) or lower end of the medium sized grant proposals (\$5,001 and \$35,000, so between \$5001-\$15,000) can be considered for voting, not large sized grant proposals (\$35,000+), and voting for medium sized proposals 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.