



**Associated Students of Western Washington University**  
Student Opportunities Council Charge & Charter  
Expires on [December 31, 2022]

**I. CHARGE**

To oversee the operations of the AS Student Opportunities Council by:

- Upholding the mission of student funds and fees.
- Maintaining and upholding values and stewardship of student fee dollars.
- Reviewing student applications

ASWWU Student Enhancement Fund

- Working to increase awareness and participation with the student body to allow students to advance themselves through the use of SEF Funds
- Evaluating the AS Student Enhancement Fund program, identifying issues, and recommending changes to the program.
- Making recommendations concerning allocations of the AS Student Enhancement Fund.

ASWWU Employee Development Fund

- Making recommendations concerning allocations of the AS Employee Development Fund

**II. MEMBERSHIP**

**Voting:**

- AS Business Director (Vice Chair)
- 1 Student At-Large\*
- 1 Student Senator
- 1 ESC Representative (Approved by the AS ESC Executive Board)
- 1 AS Club Representative

**Non-Voting:**

- AS Student Enhancement Fund Coordinator (Co-Chair)
- AS Personnel Director (Co-Chair)
- Secretary
- Assistant Director of Business & Planning (Advisor)

\*In the event that there is not a student at-large, the AS Student Enhancement Fund Coordinator will serve as a voting member for the Employee Development Fund and the AS Personnel Director will serve as a voting member for the Student Enhancement Fund.

**III. CHAIR**

The Co-Chairs shall be the AS Student Enhancement Fund Coordinator and the AS Personnel Director. They shall convene the meetings, develop agendas, and preside at all meetings. The Vice Chairperson shall be the AS Business Director and acts in the absence of the Co-Chairs.

#### **IV. MEETINGS**

Meetings shall be called by the Co-Chairs. The council shall generally meet every week with a minimum of twenty-four (24) hours' notice. Meetings may also be called by any member with the support of at least twenty-five (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. In case of a tie, the AS Student Enhancement Fund Coordinator and AS Personnel Director shall act as voting members for their respective funds.

If two or more SOC meetings are cancelled due to a lack of quorum or there is not a seated council, the AS Student Enhancement Fund Coordinator and AS Personnel Director may make decisions on applications for their respective funds set to be discussed at those meetings with the counsel of the Assistant Director of Business & Planning and the AS Business Director.

#### **VI. QUORUM**

A majority of the voting membership shall constitute a quorum. If a quorum is not present, the Co-Chairs will adjourn the meeting and reschedule to a new day and hour.

#### **VII. 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 ASWWU Executive Board.