



## **Associated Students of Western Washington University**

**AS Transportation Advisory Committee Charge & Charter**

**Expires on May 31, 2023**

### **I. CHARGE**

This committee has responsibilities in two sectors: managing the administration of the Active Transportation Fee and implementing ongoing transportation advocacy on behalf of the Associated Students.

Managing the operations of the Western Student Transportation (WST) program entails:  
Overseeing the finances of the WST Program and Alternative Transportation Fee.

- Evaluating the WST program.
- Gathering and reviewing student input.
- Identifying issues related to transportation.
- Recommending changes in the fee as well as the program.
- Upholding the fee mission.

Implementing ongoing transportation advocacy on behalf of the Associated Students entails:

- Researching, developing, and revising a student transportation agenda, including shortcomings and proposed solutions to student concerns relating to any method of transportation used by the WWU community.
- Promoting and soliciting feedback on the agenda among the students and the surrounding community of WWU.
- Marketing resources and creating educational campaigns for ways to increase student participation in active transportation.
- Creating services to expand our transportation network, by collaborating with partners, including but not limited to, Transportation Services, Off-Campus Living, Whatcom Transportation Authority (WTA), Skagit Transit, Whatcom Community College, the Sustainability Institute, and the City of Bellingham to increase involvement in active transportation.

## II. MEMBERSHIP

### **Voting:**

- AS Vice President for Sustainability (Co-Chair)
- AS Vice President for Student Services (Co-Chair)
- Active Transportation Coordinator (Co-Chair)
- AS Vice President for Governmental Affairs (Vice Chair)
- Ethnic Student Center (ESC) Advocacy Representative
- Off-Campus Living Peer Advisor
- 1 Residence Hall Association Student Representative
- Commute Options and Transportation Planning Manager
- Financial Manager for the Alternative Transportation Fee (or Designee)
- AS Student Senator

### **Non-voting:**

- Student Government Assistant (Secretary)
- Student Representation and Governance Advisor
- Office of Civic Engagement (OCE) Representative
- Director of Public Safety (or Designee)
- Transportation Services Coordinator

## III. CHAIR

The Chairpersons shall be the AS Vice President for Sustainability and the AS Vice President for Student Services. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice Chair shall be AS Vice President for Governmental Affairs and acts in the absence of the Chairpersons.

## 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

Decisions shall be made by consensus. If consensus cannot be made, any voting member can make a motion. 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 simple majority of the seated 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.

When the committee is not in session the committee responsibilities fall to the AS Vice President for Sustainability, AS Vice President for Student Services, Financial Manager for the Alternative Transportation Fee, and the Active Transportation Coordinator. Any other individual of the committee membership that has the availability out of session to discuss and vote on transportation services issues can also do so.

## VII. 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.

## VIII. 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.

## IX. AMENDMENTS

This Charter may be amended by a majority vote of the AS Executive Board, with input from committee membership.

## X. REPORTAGE

This committee shall report to the AS Executive Board through the AS Vice President for Sustainability and AS Vice President for Student Services.