



Associated Students of Western Washington University Finance Council Charter

I. CHARGE

The purpose of the Associated Students Finance Council is to:

- Review and approve grant proposals to be funded from AS Reserves.
- Review and approve Large Event proposals funded from AS Reserves.
- Revise and approve AS fiscal policies.
- Propose the AS Operating budget to be submitted to the Services and Activities Fee Committee.
- Present the recommended AS Operating Budget and grant proposals over \$50,000 to the AS Executive Board and AS Student Senate as Consent Items.

II. MEMBERSHIP

Voting:

AS President or delegated Vice President (Vice Chair)

AS Student Senate President or delegated Student Senator

1 Students At-Large (appointed by the AS Business Director)

1-2 Club Members (AS and/or ESC) to represent the Club area (appointed by the AS Business Director)

1 AS Employee from the following central service programs: Communications, Business Office, Personnel, Publicity Center, Wavelength (appointed by the Assistant Director for Student Activities and Media)

1 AS Employee from the following activities programs: Productions, Club Activities, KUGS FM, Office of Civic Engagement, Outdoor Center (appointed by the Assistant Director for Student Activities)

Non-voting:

AS Business Director (Chair)

Business Services Manager (Advisor)

AS Fund Financial Manager

Viking Union Staff (Fiscal Support)

Secretary

III. CHAIR

The Chairperson shall be the AS Business Director. They shall convene the meetings, develop agendas, and preside at all meetings. The Vice Chairperson shall be the AS President.

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. An abstention shall not count as a legal vote cast. In case of a tie, the AS Business Director shall act as a voting member. The council shall only vote electronically if action is required before the next available meeting time.

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 Business Director, AS President, and AS Student Senate President to approve funding, up to \$19,999, in consultation with the Assistant Director for Business Services & Planning.

VII. FUNDING

It shall be the responsibility of this council to recommend the annual AS Operating Budget to the AS Executive Board and the AS Student Senate for submission to the S&A Fee Committee. The council will also review and approve funding for AS Grants (under \$50,000) and Large Events.

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.

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 and AS Student Senate.

X. AMENDMENTS

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

XI. REPORTAGE

This committee shall report to the AS Executive Board and AS Student Senate through the AS President and AS Student Senate President.

XII. DISSOLUTION

The AS Finance Council is a permanent council of the Associated Students of Western Washington University. The AS Finance Council may be dissolved by a majority vote of both the AS Executive Board and the AS Student Senate.