



**Associated Students of
Western Washington University**

Activities Council Charge & Charter

Expires on December 31, 2025

I. CHARGE

The purpose of the Activities Council is to promote an engaged campus community by:

- Recognizing AS Clubs.
- Allocating funding for events, activities, publications, and conferences from Grants/Underwrite/Loans (FXXGRN), Club Conference Funding (FXXCLC).
- Overseeing distribution of the AS Bookstore Donation Fund.
- Providing guidance on proper adherence to policies and procedures.
- Connecting AS Clubs with resources.
- Providing Guidance to align AS Clubs with the values of the AS Strategic Plan and AS Mission Statement.
- As necessary, place stipulations on the activities of the requesting AS Club.

Commented [KR1]: do we still want to keep both of these in the Charge & Charter?

II. MEMBERSHIP

Voting:

- AS Vice President for Activities (Chair)
- AS Club Finance Coordinator (Vice Chair)
- AS Club Event Coordinator
- 3 AS Club Representatives (from 3 different clubs)

Non-voting:

- Secretary
- AS Clubs Program Advisor (Advisor)

III. CHAIR

The Chairperson shall be the AS Vice President for Activities. They shall convene meetings, approve agendas, and preside over all meetings. The Vice-Chairperson shall be the AS Club Finance Coordinator and acts in the absence of the Chairperson.

IV. MEETINGS

Meetings shall be called by the Chair. The committee shall generally meet every 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.

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 Vice President for Activities and AS Clubs Program Advisor.

VII. FUNDING

It shall be the purview of this council, in addition to normal AS budgeting procedures and subject to the regular review process, to allocate funding to student groups for events not budgeted for elsewhere by the AS Executive Board.

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. All Chairpersons shall be voting student members.

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.

X. AMENDMENTS

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

XI. REPORTAGE

This committee shall report to the AS Executive Board through the AS Vice President for Activities.

Commented [DW2]: Maybe in between Subcommittees we add a section about Club Recognition and name/purpose changes?

Commented [DW3R2]: "As the chair of AC the VP will make final approval of new club registrations and name/purpose changes after being reviewed by professional staff in club activities office"

Commented [DW4R2]: And add something saying anything that the vp thinks should be reviewed by a larger student body can be brought to AC