



Associated Students of Western Washington University

Finance Council Charter

I. CHARGE

~~The purpose of the Associated Students Finance Council is to:~~ The purpose of the AS Finance Council is to serve as a central body in responsibly managing AS funds.

The Finance Council shall have the authority to:

- Review and approve AS grant proposals ~~up to \$50,000 to be funded from AS Reserves.~~ (AS Grants over \$50,000 to require AS Executive Board, AS Student Senate, and Fund Financial Manager approval.)
- 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. Discuss and approve a recommended AS Operating Budget. This Recommended Budget is subject to approval by the AS Student Senate and AS Executive Board, the AS Fund Financial Manager (or designee), the S&A Fee Committee, and the WWU Board of Trustees.~~

The Finance Council has the responsibility to:

- Present the recommended AS Operating Budget and grant proposals over \$50,000 per year to the AS Executive Board and AS Student Senate as Consent Items and to the Fund Financial Manager for approval.
- ~~Present the recommended AS Operating Budget to the AS Executive Board and AS Student Senate as Information Items.~~
- ~~Keep the AS Executive Board and AS Student Senate aware of significant decisions under consideration.~~

II. MEMBERSHIP

Voting:

- AS President or delegated Vice President (Vice Chair)
- AS Student Senate President or delegated Student Senator
- 1 Student 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,

Commented [GW1]: Quoted from the 2020 Money Guide

Commented [GW2]: Reminder that the up to \$50k and the approval by senate, exec, and FC for >\$50K are also codified in POL-AS-FIN-02 (Defining AS Reserves)

Commented [CM3]: Removed because the authority of the group is the first sentence, the rest is a description of processes not related to the council's actual authorities.

Commented [CM4]: Redundant to sentence above. Both Student Government bodies can decide to delay action if they are not ready to vote on the budget as a consent item. All budget processes are needing to happen in an efficient way without unneeded delays

Commented [CM5]: Mentioned later in reporting that the chair would do this not the council

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 and Media)

Non-voting:

AS Business Director (Chair)
AS/VU 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~~ council shall generally meet every ~~other~~ 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 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 at least four affirmative votes~~. An abstention shall not count as a legal vote cast. In ~~the~~ 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 ~~time sensitive funding, up to \$19,999, up to \$50,000~~ in consultation with the ~~Business Manager and Assistant Director for Business Services & Planning, AS Fund Financial Manager or designee.~~

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, ~~and the Fund Financial Manager~~ for submission to the S&A Fee Committee. The council will also review and approve funding for ~~Large Events and AS Grants (under up to over \$50,000 requires additional approval) and Large Events.~~

Commented [GW6]: This form of electronic voting may violate OPMA

Commented [GW7]: There's OPMA considerations here, (I think) this still has to be an open meeting since it would be action on behalf of a governing board

Commented [GW8]: I'd disagree with this removal. An executive triumvirate without any spending limits doesn't align with democratic values. Additionally, during summer, not much needs approving.

Commented [GW9]: My rationale here is that if the FC can't reach quorum there's more flexibility than \$20k but not free reign.

Commented [GW10]: Is this section even needed? Can we not just put everything in section 1?

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.~~

Commented [GW11]: I think rules of op (that being how the FC operates in and outside of meetings) don't need this oversight.

X. AMENDMENTS

This Charter may be amended by a majority vote of the [Finance Council and consent of the AS Executive Board and AS Student Senate.](#)

Commented [GW12]: I don't think we should take the senate out of the charter process.

XI. REPORTING

~~This committee council~~ [The Chair](#) shall [prepare regular reports for to](#) the AS Executive Board and AS Student Senate, ~~though to be presented by the AS President and AS Student Senate President.~~

Commented [GW13R12]: This new language make the charter process a consent item process, getting rid of our 2-meeting requirement and speeding things up (Charter approval should not take more than 2 weeks, unless there's significant discussion)

Commented [GW14]: I think the council as a whole need not write these narratives, just the chair

XII. DISSOLUTION

The AS Finance Council is a permanent council of the Associated Students of Western Washington University. [After input from Staff and Finance Council,](#) ~~the~~ AS Finance Council may be dissolved by a [2/3](#) majority vote of both the AS Executive Board and the AS Student Senate [with final approval from the \[Leadership Group\] and the Fund Financial Manager.](#)

Commented [CM15]: Name of committee pending