



Associated Students of Western Washington University

Student Advisory Committee Charter

Expires on June 30, ~~2028~~2024

1. Purpose

The Student Advisory Committee will advise and assist the administration of Western Washington University on issues (1) that affect the accessibility of education for students and (2) that affect the ability of students to be successful in their education.

The Student Advisory Committee may consider:

- a. The institution's annual budget
- b. Tuition and fee levels
- c. Financial aid policies
- d. Long-range budget priorities and allocation planning
- e. Admission and enrollment policies

Outreach

The Student Advisory Committee must make reasonable efforts to get feedback from students and take reasonable steps to inform students of its deliberations, pursuant to RCW [28B.15.190](#).

2. Authority

The Student Advisory Committee is authorized by the recognized student government organization of Western Washington University, to fulfill its Purpose as outlined in section (1) and pursuant to RCW [28B.15.190](#).

The Student Advisory Committee may request, from the administration of Western Washington University, all nonconfidential information, documents, and reports relating to the topics outlined in section (1).

The Student Advisory Committee may present recommendations regarding those topics outlined in section (1) to the Board of Trustees before final decisions are made.

3. Membership

The Student Advisory Committee will consist of ten (10*) members:

Voting (7)

- a. 1 AS Vice President or the AS President (vice chair)
- b. 1 AS Student Senator
- ~~c.~~ d. 1 student employee from the ADEI Unit, including, but not limited to, LGBTQ+ Western, the Multicultural Student Center, and the Disability Access Center
- ~~d.e.34~~ students At-Large

Non-voting (3*)

e.f. 1 AS Student Senator or the AS Senate President (chair)

f.g. 1 Student Government Assistant (Secretary)

g.h. 1-2 *Relevant Advisor(s)* (Advisor)

Appointment

The Executive Board will appoint the Vice Chair (a), the Senator or Vice President (c), the ADEI unit student employee (d), and ~~and one~~2 students at large (ed). The Student Senate will appoint the Chair (ef), the Senator (b), and 2 students at large (ed).

Nominees to this committee will be appointed via consent items in the Executive Board and Student Senate.

4. Chair

The Chair shall be an AS Student Senator or the AS Senate President. The Vice Chair shall be an AS Vice President or the AS President. The Chair has final authority over the agenda and will run all meetings. Both the Chair and Vice Chair may call meetings. In the absence of the Chair, the Vice Chair will act as Chair.

The Chair shall not vote except in the case of a tie. The Vice Chair may vote except when acting as chair.

5. Meetings

Meetings shall be called by the Chair or Vice 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.

The first meeting of each academic year will take place only when the Chair or Vice Chair has been appointed and when the total seated, voting membership is 3 or greater.

Open Meetings

The Chair and Vice Chair should make a reasonable effort to allow public access to the proceedings of this committee. The Secretary shall keep minutes and recordings of meetings to this effect.

6. 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.

7. Quorum

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

8. Working Groups

In order to provide for coordination and direction, this committee may establish working groups. These groups would work on committee recommendations or anything else the committee deems necessary to fulfill its purpose.

9. Rules of Operations

This committee will follow the rules of operations established by the Student Government. This committee may choose to use its own rules of operations as it sees fit. Such rules must conform to this Charter, charter and all other governing policies, procedures, and laws.

10. Amendments

This Charter may be amended with the approval of the Student Senate and Executive Board.

11. Reportage

This committee shall report to the Student Senate through the Chair and to the Executive Board through the Vice Chair. The Chair and Vice Chair are expected to report new business of this committee at all meetings of the Student Senate and Executive Board.

12. Dissolution

The Student Advisory Committee shall be a standing committee of the ASWWU, it may be dissolved by a supermajority (60% + 1) vote of the Student Senate and Executive Board. This section may only be amended by a supermajority vote of the Student Senate and Executive Board.

Appendices, Student Advisory Committee

1. Communications with ESS VP Melynda Huskey, Extracts

4/5 Email (VP Huskey to Sen. Wong)

“The general procedure for advancing a proposal of this kind from the AS is to have it come to me first for discussion, and then to the Academic and Student Success Committee (*see #4*), which can put it on the Trustees’ agenda. The April Trustees Meeting agenda is already set, which gives us time to meet, and to get on the Academic and Student Success Committee’s May 24th meeting, and then bring it to Trustees at their June meeting as an information item.”

4/14 Meeting (VP Huskey, Sen. Wong, AS VP Waathan)

Paraphrasing VP Huskey:

“ASUW is the only AS that’s established a SAC” (*see #2*)

“The ASWWU already has (voting) representation on University committees surrounding all of these matters... Would SAC replace that representation? How is SAC different from that?”

“Is there enough student engagement for this to be useful? The ASWWU student gov already isn’t as engaged with shared governance as the BoT and Admin want, would SAC just create more expectations that student gov reps can’t meet?”

“Is SAC just here to try to fix a communication issue (i.e. AS reps don’t communicate with each other enough)”

“Appointing people to committees isn’t as democratic as ASWWU elections”

“SAC would require collaboration with Admin, i.e. a University Budget Expert to explain what’s going on with the proposed budget”

“Where in the decision-making timeline would SAC be involved?”

“Lots of lead time may be needed to make Admin staff available for SAC”

2. ASUW Tri-Campus Advisory Board for Students, Extracts

[See full webpage](#)

From Section 1,

It is recommended by the University of Washington (UW) that the president and provost seek and consider the input and advice of the UW student body through the Tri-Campus Advisory Board for Students (TABS) in the following subjects but not limited to:

- UW annual budgets and finance
 - Tuition levels and state tuition policy proposals
 - Financial aid
 - Long-range budget and allocation planning, with particular reference to student concerns
 - Admissions and enrollment management
 - Campus safety and security
 - Academic policies
 - University policies that directly impact student life
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The purpose of TABS is to author student-led recommendations and implementation strategies on tri-campus issues or concerns regarding the general student experience and shared by all three campuses, specifically to the president and provost. Its role differs from the student governments on each campus as topics of discussion affect all three campuses, and TABS does not vote to take action for or against any budgetary concerns or academic or university policy.

TABS shall inform the Associated Students of the University of Washington student governments (ASUW) and the Graduate and Professional Student Senate (GPSS) on the matters elaborated above and shall be guided by the advice of ASUW and GPSS presidents on matters of policy.

From Section 6,

TABS membership shall consist of:

12 voting student members, including:

- The presidents of ASUW and GPSS
- The ASUW-GPSS elected student government board rep
- One graduate and professional student at-large appointed by the GPSS
- One student at-large appointed by ASUW-Seattle, ASUW-Tacoma and ASUW-Bothell.

Ex-officio members, invited by the chair, including:

- The president
 - The provost
 - The executive vice provost
 - The vice president of Student Life
 - Representative of the Board of Deans and Chancellors
 - Faculty Senate chair
 - Representative of the Office of Planning and Budgeting
 - Representative of the Office of Financial Aid
 - Executive staff to the president
 - Student regent
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3. AS Charter, Extracts

From Article IV, Section 1:

- b. To obtain and review information made available on the affairs of the university
 - c. To be included in the development of recommendations for the allocation of University funds
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- d. To appoint student representatives to standing university committees, and other bodies upon request
 - e. To be consulted with and given reasonable opportunity to provide recommendations regarding any increases and renewals of all mandatory and voluntary student fees
 - f. To be provided by the University Administration all information pertaining to the usage of student fee dollars
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4. **Board of Trustees Policy on Committee Charters, extracts**

[Download PDF](#)

From “Academic Affairs and Student Success Committee,”

- Purpose: The Academic Affairs and Student Success Committee facilitates the Board’s responsibilities for teaching, research, outreach, and other academic matters, as well as matters related to student affairs, student life, and support services outside direct instruction.
 - Membership: The Committee shall consist of three trustees, and the Student Trustee. The University’s Provost and Executive Vice President will serve as staff and primary liaison to the Committee.
 - Responsibilities: The work of the Committee encompasses academic affairs, research and outreach, student life and support services, and ADEI (accessibility, diversity, equity, and inclusion). The Committee monitors progress towards University’s academic performance goals, including research and outreach; protects, within the context of faculty shared governance, the educational quality of the University and its academic programs; monitors progress for student life and conduct and University’s ADEI programs; and provides broad oversight to University’s engagement with accrediting bodies. The Committee is responsible for such matters as may be referred to it by the Board. <Link to Committee Charter>
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