Associated Students of Western Washington University
Green Energy Fee Task Force Charge & Charter
April 2010

I. CHARGE
Assess and establish the operational guidelines for Green Energy Fee program. Oversee the creation of a student position job description. Evaluate and reformat the Green Energy Fee Committee Charge and Charter. Make recommendations on the fee and the program as a whole to the AS Board of Directors.

II. MEMBERSHIP
ASVP for Student Life, Chair
ASVP for Academic Affairs, Vice Chair
1 Student at-Large, appointed by AS Board of Directors
1 Student from Students for Renewable Energy
1 Faculty representative at-large, appointed by the Faculty Senate
1 Representative from the office of Sustainability
1 Representative from Facilities Management
1 Representative from Business and Financial Affairs
Director of Student Activities (or designee), Adviser (non-voting)
Secretary (non-voting)

III. CHAIR
The Chairperson shall be the AS Vice President for Student Life. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the ASVP for Academic Affairs and acts in the absence of the Chair.

IV. MEETINGS
The task force shall meet when called upon by the Chair. Meetings shall be called by the Chair with a minimum of forty-eight (48) hours notice. Meetings may also be called by any member with support of at least twenty-five percent (25%) of the seated, voting membership. All operational and financial decisions shall be reflected in meeting minutes and distributed to all committee members at the next meeting.

V. VOTING
Decisions within the task force shall be made by consensus. However, if consensus cannot be made, any member can make a motion and the committee will move into 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 seated shall constitute a quorum. If a quorum is not present, the Chair will adjourn the meeting and reschedule to a new day and hour.

VII. RULES
The task force may adopt and amend rules governing its operation, subject to review by the AS Board of Directors.

VIII. REPORTAGE
The task force shall report to the AS Board of Directors.

IX. TERM
The task force will be valid for Spring Quarter 2010.