



**Associated Students of Western Washington University**  
Inter-Club Council Charge & Charter  
October 2010

- I. CHARGE**                      To strengthen the Associated Students Club System by expanding inter-club communication. To improve the awareness of, and access to resources within the AS that are available to clubs. To serve as a representative voice in the process of developing and recommending new resources and services for club members.
  
- II. MEMBERSHIP**                AS Vice President for Activities (Co-Chair)  
AS Club Coordinator (Co-Chair)  
1-2 representatives from each current AS Club Category  
Student Activities Advisor and or designated Graduate Student Advisor
  
- III. CHAIR**                      The Chairpersons shall be the AS Vice President for Activities and the AS Club Coordinator. They shall convene the meetings, approve agendas, and preside at all meetings.
  
- IV. MEETINGS**                Meetings shall be called by the Chair. The council shall meet at least twice per month with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (25%) of the seated, voting membership.
  
- V. VOTING**                      As this committee has no final decision making authority, voting is not necessary.
  
- 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.
  
- VII. 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.
  
- VIII. RULES OF OPERATION**    The council may adopt and amend rules of operation governing its operation by consensus of the council, subject to review or approval by the AS Board of Directors.
  
- IX. AMENDMENTS**            This Charter may be amended by a majority vote of the AS Board of Directors.
  
- X. REPORTAGE**                This council shall report to the AS Board of Directors through the AS Vice President for Activities.



**Associated Students of Western Washington University**  
Management Council Charge & Charter  
October 2010

**I. CHARGE**

The intent of the Management Council is to provide a forum in which the student leaders of internal AS departments can come together to foster communication and teamwork. The council will provide support services, help develop policies for managing the AS organization, and distributing funds from the AS Program Supplemental fund. The council also serves as an advisory group for AS Structure and Program Advisory Committee on all matters relating to the internal affairs of the associated students including, but not limited to, budgeting, personnel, program standards, the creation of new programs, the alteration or elimination of existing programs, AS structure and long-term goals.

**II. MEMBERSHIP**

AS Vice President for Business & Operations (Chair)  
AS Productions Director  
Resource & Outreach Programs Director  
Representation & Engagement Programs Associate Director  
KUGS Program Director  
Environmental & Sustainability Programs Associate Director  
AS Review Editor in Chief  
AS Business Director  
AS Personnel Director  
Ethnic Student Center Public Relations Support Staff  
Outdoor Center Equipment & Bike Shop Coordinator  
4-Quarter Publicity Center Account Executive  
Recycle Center Education Coordinator  
Secretary (non-voting)  
Director of Student Activities (Advisor)

**III. CHAIR**

The Chairperson shall be the AS Vice President for Business & Operations. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be selected at the discretion of the council and acts in the absence of the Chairperson.

**IV. MEETINGS**

Meetings shall be called by the Chair. The council shall 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 (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.

**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 Supplemental Funding for Events funding and to review AS Productions, Resource & Outreach and Environmental & Sustainability Program Discretionary funding use.

- 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 OPERATION** The council may adopt and amend rules of operation governing its operation by a majority vote of the council, subject to review or approval by the AS Board of Directors.
- X. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- XI. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Business & Operations.



**Associated Students of Western Washington University**  
Project Leadership Committee Charge & Charter  
October 2010

- I. CHARGE** To organize and implement a unique leadership experience targeted towards the emerging leaders on Western's campus. To foster leadership development within (but not limited to) the Associated Students employee and club systems.
- II. MEMBERSHIP** AS Vice President for Activities (Chair)  
AS Club Coordinator (Vice Chair)  
AS Vice President for Student Life  
AS Vice President for Diversity  
1- AS Student Employee  
1-2 Students-at-Large  
Washington Leadership Advantage Leadership Development Specialist or designee (non-voting liaison)  
Student Activities Advisor (non-voting)
- III. CHAIR** The Chairperson shall be the Vice President for Activities. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Club Coordinator and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet when called upon by the chair with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (25%) of the seated, voting membership.
- V. VOTING** Decisions shall be made by consensus. If consensus cannot be made, any voting member can make a motion. 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.
- VII. SUBCOMMITTEES** In order to provide for coordination and direction, the committee may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the committee with respect to procedure.
- VIII. RULES OF OPERATION** The committee may adopt and amend rules of operation governing its operation by a consensus decision of the committee, subject to review or approval by the AS Board of Directors.
- IX. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- X. REPORTAGE** This committee shall report to the AS Board of Directors through the AS Vice President for Activities.



**Associated Students of Western Washington University**  
Activities Council Charge & Charter  
October 2010

- I. CHARGE** Recognize Associated Students Clubs, establish policies, provide training and grant funding to a wide range of campus activities, events and conferences. Act as the primary distributor of available programming monies, according to established AS Board of Directors and Council Rules of Operation.
- II. MEMBERSHIP** AS Vice President for Activities (Chair)  
AS Assistant Business Director (Vice Chair)  
AS Club Coordinator  
AS Productions Representative, appointed by AS Productions Director  
Resource & Outreach Program Representative, appointed by ROP Director  
5 - AS Club Representatives  
1 Student-at-large  
Secretary (non-voting)  
Advisor (non-voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Activities. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Assistant Business Director and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The council shall meet no less than three times per month with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (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, but no less than four (4) affirmative votes. 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.
- 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 Board of Directors.
- 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 OPERATION** The council may adopt and amend rules of operation governing its operation by a majority vote of the council, subject to review or approval by the AS Board of Directors.
- X. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- XI. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Activities.



**Associated Students of Western Washington University**  
Alternative Transportation Fee Committee Charge & Charter  
October 2010

- I. CHARGE** To manage the operations of the Western Student Transportation (WST) program. To oversee the finances of the WST Program and Alternative Transportation Fee. To evaluate the WST program, review student input, identify issues, and recommend changes in the fee as well as the program as a whole. Above all the charge of this committee is to uphold the Fee Mission: The Alternative Transportation Fee provides students with viable transit services, and encourages sustainable transportation practices through student engagement in education and advocacy.
- II. MEMBERSHIP** AS Vice President for Governmental Affairs (Chair)  
AS Vice President for Student Life (Vice Chair)  
AS Alternative Transportation Coordinator  
1 Student at Large, appointed by AS Board of Directors  
Sustainable Transportation Program Manager  
Director of Public Safety  
Financial Manager for the Alternative Transportation Fee  
Director of Student Activities-Advisor (Non-voting)  
Student Transportation Program Assistant-Secretary (Non-voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Governmental Affairs. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be AS Vice President for Student Life and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet at least once per quarter with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (25%) of the seated, voting membership.
- V. VOTING** Decisions shall be made by consensus. If consensus cannot be made, any voting member can make a motion. 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.
- VII. RULES OF OPERATION** The committee may adopt and amend rules of operation governing its operation, subject to review or approval by the AS Board of Directors.
- VIII. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- IX. REPORTAGE** This committee shall report to the AS Board of Directors through the AS Vice President for Governmental Affairs. Any fee recommendations made to the Board of Directors shall be in consultation with the Vice President for Business and Financial Affairs.



**Associated Students of Western Washington University**  
Legislative Affairs Council Charge & Charter  
October 2010

- I. CHARGE** To increase student involvement, formulate policies and positions of the ASWWU relating to legislative activities, community governance and relations, national affairs and external matters. To monitor and approve the use of the Legislative Action Fund to enhance efforts those directly represents students in legislative activities.
- II. MEMBERSHIP** AS Vice President for Governmental Affairs (Chair)  
AS Legislative Liaison (non-voting)  
5 - Students at-Large, appointed by the AS Board of Directors  
(additional at-large positions may be added for content and value)  
1 - Student Senate Representative  
Secretary (non-voting)  
Advisor (non-voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Governmental Affairs. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be selected at the discretion of the council and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The council shall meet at least twice prior to the establishment of an AS Legislative agenda. All meetings must be called with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (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.
- VII. RULES OF OPERATION** The council may adopt and amend rules of operation governing its operation by a majority vote of the council, subject to review or approval by the AS Board of Directors.
- VIII. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- IX. REPORTAGE** This council shall report to the AS Board of Directors through the AS Vice President for Governmental Affairs.



**Associated Students of Western Washington University**  
Structure and Program Advisory Committee Charge & Charter  
October 2010

- I. CHARGE** Will act as an advisory committee to the AS Board of Directors making appropriate recommendations to the AS Board of Directors regarding structure, policies, procedures, and carry out the implementation of the Tactical Assessment Program (TAP). Their topics for discussion will include, but are not limited to, reportage concerns, position relevance, hiring processes, transition tactics, program standards, the creation of new programs, the alteration or elimination of existing programs, AS structure, and long-term goals.
- II. MEMBERSHIP** AS Vice President for Business & Operations (Chair)  
AS Vice President for Diversity (Vice-Chair)  
1 Student Senator  
1 AS Employee  
5 Students-at-large, with a minimum of 3 that are not employees of the AS  
Director of Student Activities (Advisor, Non-Voting)  
Secretary (Non-Voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Business & Operations. (S)he shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Vice President for Diversity and acts in the absence of the Chairperson.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet with a minimum of twenty four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five (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.
- VII. RULES OF OPERATION** The committee may adopt and amend rules of operation governing its operation by a majority vote of the committee, subject to review or approval by the AS Board of Directors.
- VIII. AMENDMENTS** This Charter may be amended by a majority vote of the AS Board of Directors.
- IX. REPORTAGE** This committee shall report to the AS Board of Directors through the AS Vice President for Business & Operations.