



**Associated Students of Western Washington University**  
Ethnic Student Center Steering Committee Charge & Charter  
October 2010

- I. CHARGE** To disburse programming funds granted by the Associated Students (AS) Board of Directors. To ratify new ESC clubs from organizations recognized by the AS Activities Council. To serve as a forum for ESC interclub dialogue and support.
- II. MEMBERSHIP** AS Vice President for Diversity (non-voting Chair)  
One representative from each current ESC ratified club (each rep will serve as a floating co-chairperson at least once per year.)  
Rotating Resource and Outreach Programs Representative (non-voting)  
Secretary (non-voting)  
ESC Coordinator/Activities Advisor (non-voting advisor)
- III. CHAIR** The Chairperson shall be the Vice President for Diversity. (S)he shall convene the meetings, approve agendas, and preside at all meetings. There shall be a floating co-chairperson to assist the Chair in facilitating each meeting. The floating co-chairperson shall be appointed at the end of each meeting from the voting representatives. Each voting representative is required to act as co-chairperson at least once during the academic year.
- IV. MEETINGS** Meetings shall be called by the Chair. The committee shall meet weekly 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. In the event of a tie, the AS Vice President for Diversity shall be granted the tie-breaking vote.
- 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 majority vote 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 Diversity.