



Associated Students of Western Washington University
Sustainable Action Fund Committee Charge & Charter
~~November~~September 2015

- I. CHARGE** To oversee the operations of the Sustainable Action Fund program by:
- Reviewing project applications.
 - Making recommendations concerning the allocation of Sustainable Action Fund funds and following up on multi-year projects.
 - Evaluating the Sustainable Action Fund program, identifying issues, and recommending changes to the fee level as well as the program as a whole.
 - Acting in accordance with the Sustainable Action Fund Program Rules of Operation.
 - Upholding the Fee Mission.
- II. MEMBERSHIP**
- AS Vice President for Student Life (Chair)
AS Vice President for Business and Operations or Designee (Vice Chair)
3 Students at-large, appointed by AS Board of Director
~~2~~4 Faculty representatives, appointed by the Faculty Senate
1 Representative from Business and Financial Affairs
1 ESC Representative
Environmental & Sustainability Programs Director or Designee
AS Sustainable Action Fund Education Coordinator (non-voting)
Sustainable Action Fund Grant Program Coordinator (non-voting)
Secretary (non-voting)
Assistant Director of Viking Union Facilities, Advisor (non-voting)
This committee may, at any time, solicit expert or guest feedback.
- III. CHAIR** The Chairperson shall be the AS Vice President for Student Life. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Vice President for Business and Operations 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 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, 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. 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 in consultation with the President of Western Washington University, or their designee.
- IX. REPORTAGE** This committee shall report to the AS Board of Directors through the AS Vice President for Student Life in consultation with the President of Western Washington University, or their designee.