

**Associated Students of Western Washington University**  
**Facilities and Services Council Charge & Charter**  
October, 2006

<b>Charge</b>	Review policies and oversee the operations of the Viking Union, Recycle Center, Publicity Center, Lakewood, Child Development Center, A.S. Vehicles, Viqueen Lodge, Outdoor Center and any other facilities or services provided by the Associated Students for the university community; unless said services are terminated by the A.S. Board of Directors.
<b>Membership</b>	A.S. VP for Business & Operations, Chair 1 - Residence Hall Association Representative 3 - Students-at-large, appointed by the A.S. Board One representative from Lakewood, Recycle Center, Viking Union, Publicity Center, Child Development Center, Outdoor Center Viking Union Director of Facilities (Advisor, non-voting) Secretary, non-voting
<b>Chair</b>	The Chairperson shall be the A.S. VP for Business & Operations. (S)he shall convene all meetings, approve agendas, preside at all meetings and distribute agendas and minutes of all meetings at appropriate times to all the areas represented by the Facilities and Services Council. Also, upon request, the various represented areas will have an item placed on the agenda relating specifically to their respective area. A Vice Chairperson may be selected at the discretion of the Council and act in the absence of the Chairperson.
<b>Meetings</b>	The Council shall meet as necessary, but not less than one time per month. Meetings shall be called by the Chairperson with a minimum of twenty-four (24) hours notice. Meetings may also be called by any member when requested by twenty-five percent (25%) of the seated, voting membership.
<b>Voting</b>	The Council shall follow procedures adopted by the Council at the beginning of Fall Quarter.
<b>Quorum</b>	Three attending seated members shall constitute a quorum.
<b>Amendments</b>	This charter may be amended by the AS Board of Directors.
<b>Bylaws</b>	The Council may adopt Bylaws governing its operations by a two-thirds (2/3) vote of the voting, seated membership.
<b>Reportage</b>	The Council shall serve as a policy advisory council to the A.S. Board of Directors. It shall report to the A.S. Board on space assignments, facility use and policy interpretation, and on Housing and Dining matters such as development of Housing and Dining funded projects and operational budgets.