

SERVICES AND ACTIVITIES FEE COMMITTEE

February, 2006 (Revised layout)

- CHARGE** To evaluate existing and proposed programs and program priorities each year. To propose the level of services and activities (S&A) fees assessed upon Western Washington University students. To propose the distribution of S&A fees among student activities and programs. To submit its budget recommendations and program priorities to the Board of Trustees for approval.
- MEMBERSHIP** **Voting Members** (9)
- 1 Faculty representative from a non-S&A fee funded department, who is appointed by the President
- 8 Students; 2 from each of the following constituent areas:
- Housing & Dining
 - Associated Students
 - Athletics & IMA/Club Sports (1 student from each)
 - Department Related Activities (DRAC)
- Student Selection Process:** Each area designates two students, subject to approval by the Associated Students.
- Non-Voting Members** (6)
- 5 Advisors (one from each: Housing & Dining, Associated Students, Athletics, IMA/Club Sports, and DRAC)
- 1 designee from the Vice President for Student Affairs
- CHAIRPERSON** The chairperson is elected on an annual basis by the Committee.
- REPORTAGE** The S&A Fee Committee reports to the Board of Trustees. The Committee shall be responsible for communicating its recommendation to the administration, the Associated Students, and all S&A funded areas.
- MEETINGS** The S&A Fee Committee shall meet as often as necessary. The chairperson, in consultation with the membership, will establish a regular meeting time. Meetings of the Committee shall be called by the chairperson or when requested by three (3) of the seated voting membership. A minimum of 24 hours' notice is required.
- QUORUM** A quorum shall exist when the majority of the seated voting membership is in attendance.

- Approved by the University Services Council – May 24, 1991
- Process Approved by the Associated Students, Motion 91-S-255
- Revised by the S&A Fee Committee, April, 2004