

**Associated Students of Western Washington University**  
**Activities Council Charge & Charter**  
September, 2004

- I. CHARGE**                   The Ethnic Student Center Steering Committee (ESC SC) is to set policies and procedures for the Ethnic Student Center (ESC) and maintain the mission of the organization, which reads:
- The Ethnic Student Center is a safe and supportive environment for historically underrepresented ethnic groups and allies while providing cultural and educational programs.
- The ESC SC serves as a collective voice in the ESC. It serves as a distribution for information, concerns and issues amongst ESC Clubs as well as the facilitator for the disbursement of programming funds granted by the Associated Students (AS) Board of Directors through budgeting procedures. It serves to ratify new ESC clubs from organizations recognized by the AS Activities Council as well .to individual or club shall be held accountable for ESC SC actions, values or statements
- II. MEMBERSHIP**
  - AS Vice President for Activities (Chair)
  - One representative from each current ESC ratified club
  - ESC Coordinator/Activities Advisor (non-voting advisor)
  - Assistant to the Vice President for Diversity (non-voting assistant)
- III. CHAIR**                   The Chairperson shall be the AS Vice President for Diversity. (S)he convenes all meetings, approves agendas and presides at all meetings To foster leadership within the ESC by creating leadership opportunities for ESC members, there shall be a floating co-chairperson to assist the AS Vice President for Diversity in facilitating each ESC SC meeting. The floating co-chairperson shall be appointed at the end of each meeting from the ESC SC representative membership for the following meeting. Each ESC SC representative is required to act as co-chairperson at least once during the academic year.
- IV. MEETINGS**             Upon the first ESC SC meeting during Fall Quarter each year, the ESC SC shall determine a regular schedule of meetings. These meetings shall be scheduled in a manner that shall assist ESC clubs in completing tasks and programs. Meetings will be held weekly and are open unless the ESC SC deems it necessary to have a closed meeting
- 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 Vice President for Diversity shall be granted the tie-breaking vote.
- VI. QUORUM**                A majority of the voting membership seated 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. AMENDMENTS** This Charter may be amended by a two-thirds (2/3) vote of the Council and a majority vote of the AS Board of Directors.
- VIII. RULES** The Council may adopt Bylaws governing its operation by a two-thirds (2/3) vote of the voting members.
- IX. REPORTAGE** The Council shall report to the AS Board of Directors through the Vice President for Diversity
- X. SUBCOMMITTEES** In order to provide for coordination and direction within specific activity areas, the Council may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the ESC Steering Committee, with respect to procedure. All Chairpersons shall be voting student members.

Motion: 04-F-015