

Associated Students of Western Washington University
Ethnic Student Center Steering Committee Charge & Charter
October, 2009

- I. CHARGE** To set policies and procedures for the Ethnic Student Center (ESC). To provide a forum to discuss information, concerns and issues amongst ESC Clubs. 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.
- II. MEMBERSHIP**
- AS Vice President for Diversity (non-voting Chair)
 - Floating Co-Chairperson selected from the ESC SC
 - One representative from each current ESC ratified club
 - ESC Coordinator/Activities Advisor (non-voting advisor)
 - Assistant (non-voting)
- III. CHAIR** The Chairperson shall be the AS Vice President for Diversity. (S)he convenes all meetings, approves agendas and presides at all meetings 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. Meetings shall be called by the chair with a minimum of 48 hours notice.
- 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 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 majority vote of the AS Board of Directors.
- VIII. RULES** The Committee may adopt Rules governing its operation by a two-thirds (2/3) vote of the voting members.
- IX. REPORTAGE** Committee 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 Committee may establish subcommittees as necessary. Unless otherwise noted, these groups shall follow the provisions of the ESC Steering Committee, with respect to procedure.

Motion: ASB-09-F-44

Q:\Working\AS Board\AS Charge & Charters\ASESCSteeringCC.doc