

Department Related Activities Committee (DRAC)
Charge and Charter
June, 2009

I. CHARGE

To discuss, provide a forum to receive student input regarding the Department Related area, and make decisions regarding the allocation of DRAC funds. Topics for discussion will include, but is not limited to: developing priorities for funding and criteria in order to assess needs within DRAC funded areas, reviewing budget proposals and recommend allocation of student service and activities fee money to represented area, and to establish policies in regard to funds on behalf of the represented areas.

II. MEMBERSHIP

- AS Vice President for Activities (Chair, non-voting)
- 4- (voting) Student representatives ~~(appointed by the AS Board of Directors or elected from the departments and ratified by the AS Board)~~ each area designates one student each, subject to approval by the Associated Students, from:
Department of Music; Department of Theater Arts, also representing the Dance program; Department of Communication, representing Forensics and Western View; and Department of Journalism, representing Student publications
- 4- (non-voting) Faculty or administrative member from each recognized area which serves as that areas budget authority
- 23- (voting) Students at large whom are not majors within the above listed departments, appointed by the AS Board of Directors.
- 1- (non-voting) Representative appointed by the Vice President for Student Affairs and Academic Support Services
- 1-(non-voting) DRAC Financial Support Position
- 1-(non-voting) Secretary

III. CHAIR

The non-voting Chairperson shall be the AS Vice President for Activities. S(he) convenes all meetings, approves agendas, presides at all ~~meetings and only votes in the event of a tie.~~In meetings. In the absence of the Chair the Vice Chair shall convene meetings, approve agendas, and presides meetings as necessary. The Vice Chair shall be selected from the voting membership at the first meeting of each fall quarter for a one year term.

IV. MEETINGS

Meetings shall be called by the Chair with a minimum of twenty-four (24) hours' notice. A meeting may also be called by any member when requested by twenty-five percent (25%) of the seated, voting membership. Minutes will be taken at meetings recording the members present, discussion items, and all votes. There will be an approval of the previous meeting minutes at the beginning of the next meeting. The approved minutes will then be forwarded to the AS Board for review and public posting.

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.

VI. QUORUM

A majority of the voting membership seated shall constitute a quorum (a minimum of four (4) student voting members present). If a quorum is not present, the Chair will adjourn the meeting and reschedule to a new day and hour.

VII. AMENDMENTS

This Charge and Charter may be amended by a majority vote of the legal voting members and/or ~~the~~ a 2/3 majority of the AS Board of Directors.

VIII. PROCEDURES

The committee may adopt procedures governing its operation by a majority vote of the legal voting members and/or the AS Board of Directors

VIII. REPORTAGE

This committee shall report to the AS Board of Directors. The committee shall provide a report of their activities and programs annually to the AS Board of Directors.

IX. SPECIAL CONDITIONS

No activity or program shall be terminated or altered by the AS Board of Directors with less than one year's notice. Decisions regarding the request for and/or proposed allocations of the Service and Activities fee funds for DRAC programs will be decided exclusively by the DRAC committee. These decisions by DRAC will be presented directly to the S & A fee committee and cannot be overturned by the AS Board of Directors. This committee shall to the AS Board of Directors.