I. **CHARGE**

To oversee the operations of the Sustainable Action Fund program by:
- Reviewing project applications.
- Making recommendations concerning the allocation of Sustainable Action Fund funds and following up on multi-year projects.
- Evaluating the Sustainable Action Fund program, identifying issues, and recommending changes to the fee level as well as the program as a whole.
- Acting in accordance with the Sustainable Action Fund Program Rules of Operation.
- Upholding the Fee Mission.

II. **MEMBERSHIP**

AS Vice President for Student Life (Chair)
AS Vice President for Business and Operations (Vice Chair)
3 Students at-large, appointed by AS Board of Director
1 Faculty representatives, appointed by the Faculty Senate
1 Representative from Business and Financial Affairs
1 ESC Representative
Environmental & Sustainability Programs Director
AS Sustainable Action Fund Education Coordinator (non-voting)
Sustainable Action Fund Grant Program Coordinator (non-voting)
Secretary (non-voting)
Assistant Director of Viking Union Facilities, Advisor (non-voting)

This committee may, at any time, solicit expert or guest feedback.

III. **CHAIR**

The Chairperson shall be the AS Vice President for Student Life. They shall convene the meetings, approve agendas, and preside at all meetings. The Vice-Chairperson shall be the AS Vice President for Business and Operations and acts in the absence of the Chairperson.

IV. **MEETINGS**

Meetings shall be called by the Chair. The committee shall meet at least once per quarter with a minimum of twenty-four (24) hours notice. Meetings may also be called by any member with support of at least twenty-five percent (25%) of the seated, voting membership.

V. **VOTING**

In order for a motion to pass, it must obtain a majority of the legal votes cast, but no less than four (4) affirmative votes. An abstention shall not count as a legal vote cast.

VI. **QUORUM**

A majority of the voting membership 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. **RULES OF OPERATION**

The committee may adopt and amend rules of operation governing its operation by a majority vote of the committee, subject to review or approval by the AS Board of Directors.

VIII. **AMENDMENTS**

This Charter may be amended by a majority vote of the AS Board of Directors in consultation with the President of Western Washington University, or their designee.

IX. **REPORTAGE**

This committee shall report to the AS Board of Directors through the AS Vice President for Student Life in consultation with the President of Western Washington University, or their designee.