



Mission

The purpose of the Housing and Dining Advisory Board is to provide an opportunity for the campus community to give feedback and input to housing and dining services regarding changes to products, policies, and services that will benefit the students and general university community and to have an opportunity to review and give feedback of monthly and annual financial statements.

Section I — Board Composition

1.1 MEMBERSHIP

1.1.1 The Housing and Dining Advisory Board will not discriminate in its membership based on race, age, sexual orientation, gender, religion, national origin, physical disability, or marital status.

1.2 MEMBERS

1.2.1 Chairperson

The chairperson for the Housing and Dining Advisory Board shall be a student elected from the voting members at the end of Spring quarter for the following academic year.

Members will represent the following groups:

One (1) Member of the Residence Hall Association (RHA) Executive Board

One (1) General member appointed by the RHA

One (1) ASCWU V.P. for Student Life and Facilities

One (1) Off Campus student appointed by ASCWU

Four (4) Student Members at Large representing the general students appointed by the Chair of the Housing and Dining Committee.

Ex Officio Non-Voting Members will represent the following:

Two (2) Advisors – The Executive Director of Housing or designee, and the Executive Director of Auxiliary Services or designee

Section II — Board Operational Structure

2.1 AMENDMENTS

A two-thirds vote may amend the Operating Guidelines.



Housing and Dining Advisory Board Constitution



2.2 VOTING PROCEDURES

Unless otherwise specified in these Operating Guidelines, action or decisions by the Board shall be by a majority vote of the voting members present.

LENGTH OF TERMS

All Board members will serve a Term from the start of Fall Quarter to the end of the following Spring Quarter. All members are expected to serve for the entire academic year.

2.5 ABSENCES

The Chair must be notified of an intended absence no later than 24 hours prior to the Board meeting. Excessive unexcused absences, as determined jointly by the Chair and Advisors, shall result in a recommendation for removal from the Board.

Section III — Responsibilities

3.1 DUTIES OF THE CHAIR

- a. Serve as a chairperson in directing the Housing and Dining Advisory Board meetings and serve as a voting member.
- b. Issue an initial agenda and have it available 24 hours prior to a regularly scheduled meeting.
- c. Create committees, task forces, and other such bodies deemed necessary by the chairperson or majority of the Housing and Dining Advisory Board
- d. Follow the Housing and Dining Advisory Board guidelines and policies regarding members.
- e. Appoint members as articulated in membership section of the Constitution.
- f. Act as or designate a public spokesperson for the Housing and Dining Advisory Board.

Section IV — Board Positions

4.2 RESPONSIBILITIES

Responsibilities of members shall include the following:

- a. Individual members shall conform to the laws of the State of Washington and those of the United States of America.

Housing and Dining Advisory Board Constitution



- b. Individual members shall conform to the rules, policies, guidelines, and regulations of CWU, the ASCWU Board of Directors and the Housing and Dining Advisory Board
- c. Individual members shall consider themselves representatives of the Housing and Dining Advisory Board and this University at all functions.

Section V — Board Procedures

5.1 TERMINATION

Termination of a Housing and Dining Advisory Board member, will occur when:

- a. A Student Union Advisory Board member is placed on academic probation for two consecutive quarters.
- b. A Student Union Advisory Board member's cumulative GPA drops below 2.0 at CWU.
- c. A Three-Fourths majority vote of the Housing and Dining Advisory Board to terminate a member after one month's notice has been given to the Chairperson to rectify the carrying out of their duties and responsibilities.

5.2 QUORUM

A majority of the seated Board shall be necessary to constitute a quorum. Quorum must be present to address voting matters.

5.3 MEETINGS

5.3.1 Regular Meetings

Meetings of the Housing and Dining Advisory Board shall be held at least two (2) times per quarter, fall, winter, and spring, provided school is in session. The Chairperson shall set the meeting dates and times, on a quarterly basis.

5.3.2 Additional Meetings

Additional Meetings will be held if the Chairperson or members consider it necessary, with at least 24 hours' notice via email.