Article III

Standing Committees
These guidelines are established in order to provide a definite understanding of the powers and purpose of all ASG Committees.

Section A. Meeting times
All ASG Standing Committees shall have a chairperson. The Chair shall establish by consent of the Committee a meeting time(s) and places that are convenient for all Committee members.

Section B. Minutes
All Committees shall appoint a member to keep minutes of every meeting held by the Committee. These minutes shall be given to the ASG Secretary no less than three days following the meeting.

Section C. Composition
The Committee Chair has the authority to appoint the required students-at-large as he or she sees fit.

Section D. Powers
1. The Chair shall report any member of the Committee who is negligent of his or her duties to the ASG President.
2. The Chair shall request that he students-at-large sign a contract stating that they will obey and follow all ASG and WWCC policies and procedures.

Section E. Purpose
The Chair shall assure that the Committee follows the purpose as stated under Appendix 2.