



**Western Oregon University Board of Trustees  
Academic, Student, and Athletic Affairs Committee (ASAAC)**

**MISSION**

The Academic, Student and Athletic Affairs Committee (ASAAC) of the WOU Board of Trustees is charged with ensuring effective operations related to teaching, research and public service programming of the university as well as programming and policy decisions in support of campus life. The ASAAC is responsible for making recommendations to the Board, consistent with Board Statements and University policy, and to fulfill other duties as assigned by the Board.

**AUTHORITY AND RESPONSIBILITIES**

***Academic Curriculum***

The ASAAC is responsible for review of and recommendation to the WOU Board of Trustees actions on the introduction of new degree, certificate or minor programs and assurance of maintenance of appropriate standards for academic accreditation.

***Educational Policy***

The ASAAC is responsible for advising, reviewing, and recommending actions proposed by the University to the WOU Board of Trustees on university-level admissions requirements.

***Academic Organization***

The ASAAC is responsible for review of and recommendation to the WOU Board of Trustees actions proposed by the University on academic operational organization in support of students and faculty.

***Student Co-Curricular Strategies***

The ASAAC is responsible for reviewing and making recommendations to the WOU Board of Trustees regarding the program and service offerings that affect the overall quality, satisfaction and outcomes of the student experience. ASAAC may choose to



make a recommendation to the WOU Board of Trustees when the committee identifies an impactful action or decision.

### ***Student Health and Safety***

The ASAAC is responsible for reviewing and recommending actions to the WOU Board of Trustees on policies and programs related to student health and safety.

### ***Policies Governing Student Conduct and Student Organizations***

The ASAAC is responsible for reviewing and recommending actions to the WOU Board of Trustees on policies related to student conduct and student organizations. The committee should include student interests in all policy decisions made by the Board.

## **ORGANIZATION**

### ***Membership; Structure; Quorum***

The ASAAC, consistent with the [Board Statement on Committees](#), will consist of five members from the Board of Trustees. The chair of the ASAAC will be appointed by the Board chair. The Vice President for Academic Affairs, the Vice President for Student Affairs, and Executive Director of Athletics will serve in their capacity as non-voting, ex officio members of the ASAAC. A quorum of the ASAAC will be three committee members, excluding the Vice President for Academic Affairs, the Vice President for Student Affairs, and the Executive Director of Athletics.

### ***Meetings***

The ASAAC will meet at least quarterly each year. ASAAC meetings will be conducted in substantial compliance with the [Board Statement on the Conduct of Public Meetings](#). Because committees meet more frequently than the full Board of Trustees, the Chair or staff are encouraged to convene meetings by telephone or videoconference for the convenience of the committee members.

### ***Agenda, Minutes, and Reports***

The chair, in collaboration with the staff designee(s), is responsible for establishing the agendas for meetings. An agenda, together with relevant materials, will be sent to committee members at least seven (7) days in advance of the meeting. Minutes for all meetings shall be drafted by the staff designee(s), reviewed by the Secretary to the



Board, reviewed by the committee chair, and approved by committee members at the following meeting.

### ***Staff Designee***

The Vice President for Academic Affairs, the Vice President for Student Affairs, and the Executive Director of Athletics will be staff to the ASAAC.

### ***Review of Charter***

This charter shall be reviewed and reassessed by the ASAAC at least annually, and any proposed changes shall be submitted to the board for approval.

### ***Document History***

- Discussed and revised at the May 27, 2015, ASAC Committee meeting
- Approved by the Board of Trustees at the October 28, 2015, meeting
- Discussed and revised at the March 22, 2023, ASAC Committee meeting
- Approved by the Board of Trustees at the April 19, 2023, Meeting
- Discussed and revised at the May 20, 2025, ASAAC Committee Meeting
- Approved by the Board of Trustees at the June 4, 2025, Meeting