

# BY-LAWS FOR THE UNIVERSITY OF WISCONSIN-LA CROSSE CAMPUS COMMUNITY ENRICHMENT FUND COMMITTEE

## Article I: Background

In the summer of 2007, the UW-System Board of Regents approved the decision of the UW-L Chancellor and Student Leadership to allow Pepsi Bottling Company to have exclusive rights to vending machines and dining hall areas on campus at UW-La Crosse. In exchange for this right, Pepsi will give UW-L \$70,000 a year for the next seven years (2007-2013). The Chancellor recommended that the money received through this contract be used to fund large, visible projects on the UW-L campus. This document lays out the procedures for distributing that money over the contract period.

## Article II: Committee Structure

### Section I: Name and Purpose

- A. **Name-** The name of this committee shall be the Campus Community Enrichment Fund Committee (CCEFC).
- B. **Purpose-** The purpose of this committee is to make recommendations to the Chancellor on the expenditure of the Campus Community Enrichment fund through large-scale projects that promote and improve accessibility, sustainability, and/or diversity.

### Section II: Membership

- A. **Voting Membership-** The committee shall consist of twelve (12) voting members from the following groups:
  1. **Student Membership-** Student membership on the committee shall consist of eight (8) students: two (2) members of Student Senate, two (2) members of RHAC, one (1) member of the Diversity Organizations Coalition, one (1) member from SAPA, one (1) member of UW-L Environmental Council, and one (1) student at-large. Each member shall be appointed by their respective organization.
  2. **Faculty Membership-** Faculty membership on the committee shall consist of one (1) member of Faculty or IAS (Instructional Academic Staff) appointed by the Faculty Senate.
  3. **Academic Staff Membership-** Academic Staff membership on the committee shall consist of one (1) member of the Academic Staff Council appointed by the Academic Staff Council Chair and one (1) member of the Campus Climate Council.
  4. **UW-L Administration Membership-** UW-L Administration membership on the committee shall consist of one (1) member of UW-L Administration appointed by the Chancellor (other than himself).
- B. **Non-Voting Membership-** The committee shall consist of non-voting members for advice when the committee as a whole feels it is necessary.

### Section III: Officers

- A. **Chair-** It shall be the duty of the Chair to:
  1. Preside at all meetings,
  2. Oversee all operations,
  3. Issue meeting notices,
  4. Conduct general correspondence for the committee,
  5. Present committee recommendations to the Chancellor,

6. Speak for and be the official representative of the committee,
  7. Write a wrap-up report at the conclusion of the spring semester each year, including all pertinent committee information and decisions.
- B. **Secretary-** It shall be the duty of the Secretary to:
1. Record the minutes of all meetings
  2. Keep a file on all committee records,
  3. Issue meeting minutes to all appropriate parties.

#### **Section IV: Voting**

- A. **Quorum-** The presence of at least seven (7) voting members will constitute quorum, of which four (4) must be voting student members.
- B. **Motions-** Action of the committee shall be by a simple majority affirmative vote of the members in attendance. When it comes to a final recommendation on what project(s) will be funded, a two-thirds (2/3) affirmative vote of the members in attendance shall be necessary.

#### **Section V: Meetings**

- A. **Initial-** The Vice-President of the Student Association shall call the first meeting of the committee when funds are available and shall preside until election of a committee chair.
- B. **Law-** All meetings shall comply with the provisions of the Open Meeting Law (Chapter 297, Laws of 1973).
- C. **Parliamentary Procedure-** The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this committee in all cases to which they are applicable and which they are not inconsistent with these bylaws and any special rules of order the committee may adopt.

#### **Section VI: Attendance**

- A. **Attendance-** All members of the committee shall attend all committee meetings called by the chair. The chair, with the approval of the committee, may remove members from their positions based on lack of participation. The chair shall report any vacancies to the appropriate membership entities.
- B. **Excused Absences-** Excused absences for all members shall be granted by the chair.
- C. **Appeal-** Any dispute may be appealed to the Chancellor within ten (10) days.

#### **Section VII: Vacancies**

- A. **Vacancies-** The appropriate governance group shall fill vacancies on the committee.

### **Article III: Allocation Policy and Procedures**

#### **Section I: Spending**

- A. **Carryover-** Funding can be saved in the reserve if the committee deems worthy. In this case, funding will rollover into the budget of the next year.
- B. **Large Project Funding-** Due to the large scale nature of projects, funding will be earmarked.

#### **Section II: Idea Generation**

- A. **Eligibility-** Students, Faculty/Staff, Organizations, and University departments/offices/units.
- B. **Process-** Campus community members may submit ideas for the committee to consider, or the committee may consider ideas generated internally. In the case of an idea submitted by a non-committee member, the committee shall investigate ideas deemed appropriate, obtain cost information, set a general timeline, determine feasibility, and locate an entity (department, organization, student, faculty/staff

member, etc.) to lead the project. The committee reserves the right to submit ideas generated within the CCEF Committee.

- C. **Selection Criteria-** Ideas will be evaluated based on the uniqueness, impact/significance, and scale of proposed ideas. The committee will rank ideas deemed appropriate, and forward these ranked recommendations to the Student Senate. Upon approval by this group, recommendations will be sent to the Chancellor, who, working in harmony with the ideals of shared governance, shall either approve or reject each proposal.

## **Article IV: Amendments**

### **Section I: Procedure**

- A. These by-laws may be amended with a two-thirds (2/3) affirmative vote of the committee membership and by a two-thirds (2/3) majority vote of the members of the Student Senate.

Ratified 4/21/2010