

BY-LAWS OF THE UW-L STUDENT ASSOCIATION STUDENT ORGANIZATIONS COMMITTEE

ARTICLE I: NAME

Section I: Name- The name of this committee shall be the Student Organizations Committee, a standing committee of Student Senate (UW-L Student Association).

ARTICLE II: PURPOSE

Section I: Purpose- The purpose of this committee is to:

- a) Make recommendations to the Student Senate in regard to general policies concerning campus wide student organizations
- b) Form general policies which govern student organizations.
- c) Approve all new student organization requests
- d) Provide a means for non-budgeted organizations to request segregated fee funding. The Student Organizations Committee may also assist in the evaluation of organizations for full budgetary standing.

ARTICLE III: MEMBERSHIP

Section I: Voting Members

- a) **Student Representatives-** The student membership shall consist of five (5) students, one (1) of which must not be a senator.
- b) **Faculty-** One (1) faculty member shall be appointed by the Faculty Senate.
- c) **Academic Staff-** One (1) academic staff member shall be appointed by the Academic Staff Council.

Section II: Non-voting Members

- a) One (1) member of University Centers Staff.
- b) One (1) Graduate Assistant member of the University Centers staff.

Sections III: Elections

- a) **Officers-** The committee shall elect a chairperson, a vice-chairperson, and a secretary from its membership. This will be done by the end of the first meeting of the year by a majority cast for each office.
- b) **Terms-** The officers shall serve for one academic year and their term shall begin immediately after election.
- c) **Vacancy-** If a vacancy of the chairperson occurs; the vice-chair person shall assume the office of chairperson. If the office of vice-chairperson is vacated, a new vice-chairperson shall be elected by the same elective process.
- d) **Eligibility-** All officers shall be students.

ARTICLE IV: RESPONSIBILITIES

Section I: Budgetary Considerations

- a) The committee shall monitor and keep the Student Senate informed of the financial status of all areas of responsibility.

Section II: Recommendations

- a) The committee is responsible for recommendations to the Student Senate for the formulation of policies and procedures regarding Student Organization concerns.
- b) The committee shall recommend for approval to the Student Senate new student organizations.
- c) The committee shall recommend to the Student Senate actions or measures relating to organizations which the committee deems in the best interest of the student body of UW-L.

ARTICLE V: DUTIES OF OFFICERS

Section I: Chairperson

- a) Call meetings of the committee.
- b) Preside at meetings of the committee.
- c) Prepare and establish the agenda for the committee at least 24 hours in advance of meeting.
- d) Act as official representative of the committee.
- e) Serve as or appoint an ex-officio member of all subcommittees.
- f) Provide reports to the Student Senate regarding committee actions and recommendations
- g) Excuse absences of the committee members.

Section II: Vice Chairperson

- a) Preside at all meetings of the committee in the absence of the chairperson.
- b) Assume the position of the chairperson if the chairperson becomes unable to perform the duties of office.
- c) Excuse the chairperson from meetings.
- d) Aid the chairperson in coordination of committee's activities.

Section III: Secretary

- a) Record the minutes of all committee meetings.
- b) Distribute all minutes to the committee and make them available to the campus community through the UWLSA office.
- c) Maintain a file of committee minutes from the beginning of the year.
- d) Distribute an electronic copy of all file material to the President of the UWLSA.

ARTICLE VI: VOTING

Section I: Quorum

A quorum will consist of a majority of the voting members plus one.

Section II: Motions

Action of the committee shall be by a majority vote of quorum, with the exception of organizations grants and financial decisions, which will require two-thirds (2/3) vote.

ARTICLE VII: MEETINGS

Section I: Convening of the First Meeting

It shall be the Vice-President of Student Association's duty to appoint a student member to convene the committee within the first three weeks of each academic year.

Section II: Meetings

Meetings shall be held as needed at the discretion of the chairperson during the academic year.

Section III: Special Meetings

- a) The chairperson may call special meetings by providing written notice to all committee members within twenty-four (24) hours.
- b) The Student Organizations Committee may create subcommittees to enforce established policies and procedures and to recommend new policies as deemed necessary. Each subcommittee shall have a list of policies and procedures approved by the Student Organizations Committee.

Section IV: Open Meetings

All meetings will be held in compliance with the Wisconsin Open Meeting Law.

Section V: Parliamentary Procedure

Robert's Revised Rules of Order shall be used as the parliamentary authority.

Section VI: Business Conduct

The committee will conduct its business in accordance with the rules of the University of Wisconsin-La Crosse, the University of Wisconsin- System, and the State of Wisconsin.

ARTICLE VIII: ATTENDANCE

Section I: Attendance

A simple majority of the voting membership shall constitute a quorum for conducting business.

ARTICLE IX: AMENDMENTS

Section I: Amendments

Amendments to the Student Organizations Committee by-laws shall require a two-thirds (2/3) vote of the committee and approval of the Student Senate.

Enacted May 5th 2010