



UNIVERSITY OF WISCONSIN-LA CROSSE STUDENT ASSOCIATION

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SA1516-073: Resolution Approving the Bylaws of the Academic Affairs Committee

DATE: April 25th, 2016

AUTHOR(S): Madi Bentsdahl

SPONSOR(S):

WHEREAS; the Academic Affairs committee has made changes to their bylaws and is looking for Student Association to approve them

THEREFORE BE IT RESOLVED; the Student Association of the University of Wisconsin- La Crosse approves the bylaws of the Academic Affairs Committee.

A handwritten signature in black ink, appearing to read 'Molly Davies', written over a horizontal line.

Molly Davies
President, Student Senate
Vice-President, Student Association

05-04-2016

Date

A handwritten signature in black ink, appearing to read 'Kaylee Otterbacher', written over a horizontal line.

Kaylee Otterbacher
President, Student Association

05-04-2016

Date



BYLAWS OF THE STUDENT ASSOCIATION:
ACADEMIC AFFAIRS COMMITTEE



ARTICLE I: NAME

Section I: Name

The name of this committee shall be the Academic Affairs Committee, a standing committee of Student Senate (UW-L Student Association).

ARTICLE II: PURPOSE

Section I: Purpose

The Academic Affairs Committee will have the authorities and duties that include but are not limited to:

- a) Assisting and coordinating members in initiating academic reform on the UW-L campus
- b) Selecting Fall and Spring Commencement speakers;
- c) Providing the primary student input on student based information technology services.
- d) Reviewing and approving regalia applications of student organizations/departments/programs and groups.

ARTICLE III: MEMBERSHIP

Section I: Voting Members

- a) **Student Representatives-** The committee shall consist of five (5) student senators, two (2) at-large students, and one (1) member of RHAC appointed by the RHAC President.
- b) **Faculty-** The faculty members shall consist of two (2) faculty appointed by the Faculty Senate.
- c) **Academic Staff-** The academic staff membership shall consist of the Director of University Centers or designee. This member will not have voting rights when discussing student technology issues.

Sections III: Elections

- a) **Officers-** The chairperson shall be a student who shall be elected by voting members of the committee. Additionally a vice-chairperson and a secretary shall be elected by a majority vote of the membership. This will be done by the end of the second meeting of the year by a majority cast for each office.
- b) **Terms-** The officers shall serve for one 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: Duties of the Committee

- a) The committee will recommend an official stance on academic issues to the Student Senate
- b) The committee shall select commencement speakers for the Fall and Spring Commencement ceremonies.
- c) The committee shall provide the primary student input for student based information technology issues, including but not limited to printing, internet, etc. The committee shall also provide student membership for IT task forces as needed.
- d) The committee will communicate the position of UWL-SA on related issues.
- e) The committee will review and approve regalia applications of student organizations/departments/programs and groups on campus.

ARTICLE V: DUTIES OF OFFICERS

Section I: Chairperson

- a) Preside at meetings of the committee.
- b) Call meetings of the committee
- c) Prepare and establish the agenda for the committee.
- d) Act as official representative of the committee.
- e) Serve as or appoint an ex-officio member of all subcommittees of the committee.
- f) Make reports to the Student Senate regarding committee actions.
- 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 UW-LSA office.
- c) Maintain a file of committee minutes from the beginning of the year.
- d) Distribute a copy of all file material to the president of the UW-LSA along with two other copies.
- e) The committee will communicate the position of UWL-SA on related issues.

ARTICLE VI: COMPENSATION

Section I: Compensation

Compensation of Committee Members- The committee chair will be compensated for their work on the committee based on the discretion of the UWLSA President.

ARTICLE VII: VOTING

Section I: Quorum

A quorum will consist of half of the voting members plus one.

Section II: Motions

Action of the Committee shall be approved by a majority vote 2/3 of voting members present, except amendments to the By-laws which will be approved by two thirds (2/3) of voting members present.

ARTICLE VIII: MEETINGS

Section I: Convening of the First Meeting

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

Section II: Meetings

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

Section III: Special Meetings

- a) Special meetings may be called by the chairperson by providing written notice to all committee members within twenty-four (24) hours.
- b) The Academic Affairs Committee may create subcommittees as deemed necessary. Each subcommittee shall have a list of policies and procedures with the Academic Affairs Committee, and all policies and procedures must be approved by the Academic Affairs 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

- a) The committee will conduct its business in accordance with the rules of the University of Wisconsin-La Crosse.
- b) The committee will conduct its business in accordance with the rules of the University of Wisconsin-System.
- c) The committee will conduct its business in accordance with the rules of the state of Wisconsin.

ARTICLE IX-ATTENDANCE

Section I: Attendance

A member is allowed two (2) unexcused absences. An unexcused absence will be defined as any absence where the Chair of the committee is not notified prior to the meeting missed. A third unexcused absence will be considered abandonment of the committee and will result in dismissal.

ARTICLE X – AMENDMENTS

Section I: Amendments

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

Enacted 9-20-95

Amended 5/2011

Amended 12/04/2013

Amended 2/25/2015

Amended 05/04/2016