

BY-LAWS OF THE UWL STUDENT ASSOCIATION GREEN FUND COMMITTEE

ARTICLE I: NAME

Section I: Name

The name of this committee shall be the Green Fund Committee, a standing committee of Student Senate (UWL Student Association).

ARTICLE II: PURPOSE

Section I: Purpose

The purpose of this committee is to gather students that are involved in sustainability related roles on campus with senators to brainstorm sustainable initiatives that could be implemented on campus through the utilization of the Green Fund.

ARTICLE III: MEMBERSHIP

Section I: Voting Members

- a) **Students from different colleges-** 4-5 students, preferably students that are involved or interested in Student Association
- b) **Green Fund Coordinator(s)-** 1-2 students that serve in this position
- c) **Students for Sustainability-** 1 student chosen by the student organization

Section II: Non-voting Members

- a) **Staff Representative-** term limit of two years, preferably on the Joint Committee on Environmental Sustainability (JCES)

Sections III: Elections

- a) **Chair will run elections for vice chair and secretary**
- b) **Simple majority will win**

ARTICLE IV: RESPONSIBILITIES

Section I: The goals of the committee will be to write at least two mini grants or at least one large grant that adheres to the bylaws of the Green Fund.

Section II: Grant authors will attend meetings for the Joint Committee on Environmental Sustainability (JCES), Segregated University Fee Allocation Committee (SUFAC), and Student Association Senate to present grants as specified by Green Fund Bylaws.

ARTICLE V: DUTIES OF OFFICERS

Section I: Chairperson

- a) Sustainability Director of Student Association.
- b) Call meetings of the committee.

- c) Preside at meetings of the committee.
- d) Prepare and establish the agenda for the committee.
- e) Act as official representative of the committee.
- f) Serve as or appoint an ex-officio member of all subcommittees of the committee.
- g) Make reports to the Student Senate regarding committee actions.
- h) Excuse absences of the committee members.
- i) Responsible for appointing a member to record and share agendas, minutes, and supporting documents to the Green Fund Committee page on the Student Association website.

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 UWL SA 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 UWL SA along with two other copies.

Section IV: Staff Representative

- a) Attend all committee meetings.
- b) Support students in writing and implementation, especially for large grants.
- c) Be a resource for students in the grant writing process.

ARTICLE VI: COMPENSATION

Section I: Compensation of Committee Members

No members will receive compensation for their participation on this committee.

ARTICLE VII: 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.

ARTICLE VIII: MEETINGS

Section I: Convening of the First Meeting

It shall be the Sustainability Director of Student Association's duty to convene the committee of each academic year within the first three weeks.

Section II: Meetings

Meetings shall be held weekly during the academic year.

Section III: Special Meetings

Special meetings may be called by the chairperson by providing written notice to all committee members within twenty-four (24) hours.

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) A simple majority of the voting membership shall constitute a quorum for conducting business.
- b) Members may have one unexcused absence and two excused absences with the approval of the chairperson.

ARTICLE X – AMENDMENTS

Section I: Amendments to Green Fund Committee bylaws shall require a two-thirds (2/3) vote of the committee and the approval of Student Senate.