

ACADEMIC INITIATIVES DIFFERENTIAL ALLOCATION COMMITTEE (AIDAC) BYLAWS OF THE UWL STUDENT ASSOCIATION

ARTICLE I: NAME

Section I: Name – The name of this committee shall be the University of Wisconsin-La Crosse Academic Initiatives Differential Allocation Committee, a standing committee of the Student Senate (UW-La Crosse Student Association).

ARTICLE II: PURPOSE & MISSION

Section I: Purpose – The Academic Initiatives Differential Allocation Committee is responsible for recommending budget allocations for programs funded through Academic Initiatives differential tuition. Categories eligible to receive funding through the Academic Initiatives differential tuition programs include the four fundamental pillars: advising, diversity, internationalization, and research.

Section II: Mission – The University of Wisconsin-La Crosse Academic Initiatives Differential Allocation Committee seeks to provide a student voice in the allocation of differential tuition to programs whose purpose coincides with the four fundamental pillars.

ARTICLE III: MEMBERSHIP

Section I: Voting Members

- a. Student Representatives** – The student membership shall consist of seven (7) students. It is recommended that one (1) representative be from the College of Business and Administration, one (1) representative be from the College of Science and Health, one (1) representative be from the College of Liberal Studies, one (1) will be the sitting Inclusivity Director or appointed by the sitting Inclusivity Director and three (3) be students at large: one (1) of which should preferably be a graduate student and one (1) of which should preferably be a first year student . If all open seats are not filled after Freshman Senator Elections, the remaining seats shall be filled regardless of college, at the discretion of the acting chair, with majority approval by the committee.
- b. Faculty** – one (1) faculty member chosen by Faculty Senate. This member will serve a term of no more than two (2) consecutive years.
- c. Academic Staff** – one (1) academic staff member chosen by Academic Staff Council. This member will serve a term of no more than two (2) consecutive years.

d. University Staff – one (1) university staff member chosen by University Staff Council. This member will serve a term of no more than two (2) consecutive years.

Section II: Non-Voting Members

a. The Vice Chancellor of Student Affairs or a designee from the Office of Student Life will have a seat on the committee as an ex-officio member.

b. The Vice Chancellor of Administration and Finance or a designee from the Budget Office will have a seat on the committee as an ex-officio member.

c. The Vice Chancellor of Diversity and Inclusion or a designee will have a seat on the committee as an ex-officio member.

d. AIDAC Chair, unless in cases of ties.

Section III: Elections

a. Officers – The committee shall elect a student chairperson, a student vice-chairperson, and a student secretary from its membership.

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-chairperson shall assume the office of chairperson. If the office of vice-chairperson or secretary is vacated, the same elective process shall elect a new vice-chairperson or secretary.

d. Eligibility – All officers shall be voting members.

ARTICLE IV: RESPONSIBILITIES

Section I: Budgetary Considerations

a. The following criteria must be considered when allocating budgets: accessibility to students; fiscal responsibility; contribution to cultural diversity; value to the student body; uniqueness of opportunities and services; and the pillars of AIDAC as outlined in Article II, Section I: Purpose.

b. Student Senate approval, on a non-amendable resolution, is not required unless a program is receiving a change of fifty percent (50%) or more from the previous year's budget. If Student Senate does not approve of this change, AIDAC must reconsider the proposal with considerations.

c. The final vote for budgetary decisions must occur at an AIDAC meeting following discussions as a non-action item in a Student Senate meeting.

- d. All recommended budget allocations shall be presented to Student Senate for their endorsement and then forwarded to the Chancellor for approval.
- e. All members are expected to adhere to the policy of viewpoint neutrality in compliance with the University of Wisconsin Board of Regents policy and all other acceptable legal standards.

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 of the committee.
- d. Act as official representative of the committee.
- e. Serve as or appoint an ex-officio member of any potential subcommittees of the committee.
- f. Make reports to the Student Senate regarding committee actions.
- g. Excuse absences of the committee members.
- h. Responsible for updating the AIDAC webpage.
- i. Responsible for all correspondences from AIDAC.
- j. Responsible for leading the creation of a timeline guideline for member of the committee for the following year.
- k. Appoint an acting chairperson, with the support of the committee, at the end of the spring semester to respond to committee issues until the committee election in the fall.
- l. Shall only vote in the case of a tie.

Section II: Vice-Chairperson

- a. Preside at meeting of the committee in the absence of the chairperson.
- b. Assume the position of chairperson if the chairperson becomes unable to perform the duties of office.
- c. Excuse the chairperson from meeting of the committee.
- d. Carry out any responsibilities instructed by the chairperson.

Section III: Secretary

- a. Record the minutes of all committee meetings
- b. Distribute all minutes to the committee
- c. Make all minutes available to the campus community.
- d. Maintain a record of committee minutes from the beginning of the year.
- e. Upload all minutes to the AIDAC shared storage system.

ARTICLE VI: COMPENSATIONS

Section I: Chairperson – The chair will receive compensation from the University of Wisconsin- La Crosse Student Association.

Section II: Committee Members – No members of this committee will receive compensation for their membership on the committee.

ARTICLE VII: VOTING

Section I: Quorum – A quorum will consist of 2/3 of all active voting members, which must include 2/3 of the student members.

Section II: Motions – Actions of the committee shall be a majority vote of quorum, unless budgetary related and a two-thirds (2/3) vote is required.

ARTICLE VIII: MEETING

Section I: Convening of the First Meeting – It shall be the Vice Chancellor of Student Affairs duty to convene the committee of each academic year within the first two weeks of the semester.

Section II: Meeting – Meetings shall be held as needed at the discretion of the chairperson during the academic year.

- a. Budget presentations and deliberation meetings shall be held according to a schedule established and approved by the chairperson and the committee. Budget presentations will begin no later than the second week in November and follow the guidelines of *Academic Initiatives Budget and Presentation*.
- b. Preliminary budget decisions will be made prior to the end of the fall semester reserving spring semester for assessment and policy adoptions or revisions.

Section III: Special Meetings –

- a. Special meetings may be called by the chairperson by providing written notice to all committee members and the Student Association executives at least twenty-four (24) hours ahead of time.
- b. The Academic Initiatives Differential Allocation Committee may create subcommittees to enforce and establish policies and procedures and to recommend new policies as deemed necessary. Each subcommittee shall have a list of policies and procedures with the Academic Initiatives Differential Allocation Committee and all policies and procedures must be approved by the Academic Initiatives Differential Allocation 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 business in accordance with the rules of the University of Wisconsin-System.

c. The committee will conduct business in accordance with the rules of the state of Wisconsin.

ARTICLE IX: ATTENDANCE

Section I: Absences – A member is allowed one excused and one unexcused absence. An unexcused absence will be defined as any absence where the Chair of the Committee is not notified prior to the meeting missed. Any additional absence will be considered abandonment of the committee and further consideration from the Chair will need to take place at their discretion.

ARTICLE X: AMENDMENTS

Section I: Amendments – Amendments to the Academic Initiatives Differential Allocation Committee by-laws shall require a two-thirds (2/3) vote to the committee and approval by the Student Senate.

Revised April 12, 2010

Revised February 25, 2014

Revised April 14, 2015

Revised April 26, 2016

Revised May 1, 2019