

FIVE-YEAR MASTER PLAN EXECUTIVE COMMITTEE CODE

I. NAME

This document shall be called the Five-Year Master Plan Executive Committee Code.

II. AUTHORITY

This code is established under the authority given in Article IX, Section 2 of the Bylaws (Restated Constitution) of the Associated Students of California State University, Chico (CSUC).

III. PURPOSE

The purpose of the code is to establish the Five-Year Master Plan Executive Committee, define its membership, outline procedures, and list duties and responsibilities.

IV. DATE OF EFFECTIVENESS

This code shall be effective upon approval of the AS. Board of Directors (BOD).

V. AMENDMENTS

This code may be amended by a 2/3 vote of the AS. Board of Directors.

VI. MEMBERSHIP

A. Voting Members

1. AS. President.
2. Executive Vice President.
3. Vice President of Business and Finance.
4. Vice President of Facilities and Services.
5. University Vice President for Business and Finance.
6. Alumni Representative.
7. University Vice President for Student Affairs or Student Affairs designee.
8. Faculty member selected by the Executive Director and approved by the Board of Directors.

B. Officers

1. Chair
 - a) Shall be the Executive Director.
 - b) Shall vote only in case of a tie.
 - c) Shall conduct meetings and report actions and recommendations to BOD.

C. Rules for Voting Members

1. Per the Absence Policy, three absences without cause or excuse from meetings shall result in automatic dismissal from the Board, Standing Committee or Council upon a vote of the majority of such body in favor thereof.

VII. MEETING PROCEDURES

- A. The Five-Year Master Plan Executive Committee is to be an active committee, meeting at least once each semester.
- B. The Chair shall set aside and publish a regular meeting time at the beginning of each academic year.

- C. The Five-Year Master Plan Executive Committee meetings shall be publicly announced and open as stated in the Gloria Romero Open Meeting Act, and shall be conducted according to Robert's Rules of Order, Newly Revised.
- D. The Five-Year Master Plan Executive Committee may hold Closed Session in accordance with the Gloria Romero Open Meeting Act.
- E. Agenda items for the formal business sessions of the Five-Year Master Plan Executive Committee shall be presented to the Chair. Agendas will be distributed to each member seventy-two (72) hours in advance of the meeting.
- F. A quorum shall consist of 50% plus one of the voting members.

VIII.DUTIES AND RESPONSIBILITIES

- A. The founding committee shall be charged with establishing a Master Plan format.
- B. This committee is to make broad corporate-wide assessment of present AS. programs and facility needs and to develop a 5-year plan for the future with consciousness of continuity with previously developed plans.
- C. Ideas and proposals will be considered by this group to accordingly plan for the future.
- D. The planning committee shall establish a time line for corporate-wide future facilities and program needs.

Approved BOD: 4-14-89
Cleanup Changes: Summer 1999
Revisions Approved BOD: 4/22/02