

SUSTAINABILITY PROGRAM FUND ALLOCATION COMMITTEE CODE

I. NAME

This document shall be called the Sustainability Program Fund Allocation Committee Code.

II. AUTHORITY

This code is established under the authority given in Article IX, Section 1.c.(3). of the Restated Bylaws of the Associated Students (AS) of California State University, Chico (CSUC).

III. PURPOSE

The purpose of this code is to define the membership, authority and operating procedures of the Sustainability Program Fund Allocation Committee (SFAC).

IV. DATE OF EFFECTIVENESS

This code shall be effective upon approval of the Bell Memorial Union Committee (BMUC) and the Board of Directors (BOD).

V. AMENDMENTS

This code may be amended by a 2/3 vote of the BMUC and reported to the BOD.

VI. MEMBERSHIP

A. Voting Membership: Ten (10)

1. Seven (7) students

- a. AS Vice President of Facilities and Services (votes only in case of a tie).
- b. Five (5) students will serve concurrently as members of the SFAC and BMUC.
- c. AS Commissioner of Sustainability Affairs.

2. Three (3) non-students

- a. University Vice President for Business and Finance, or joint designee appointed by the Executives and the University President.
- b. University Vice President for Student Affairs, or joint designee appointed by the Executives and the University President.
- c. University Provost/Vice President for Academic Affairs, or joint designee appointed by the Executives and the University President.

B. Non-Voting Membership: Two (2)

1. AS Sustainability Coordinator.
2. University Sustainability Coordinator.

C. Staff: One (1)

1. Executive Director or Designee.

D. Term of Office

1. Student members, with the exception of the elected chair, once appointed and continues until the last meeting of the academic year.
2. The University Vice President for Business and Finance (or joint designee), University Vice President for Student Affairs (or joint designee) and University Provost/Vice President for Academic Affairs (or joint designee) shall be appointed for two (2) years.

3. There shall be no limit on the number of consecutive terms of office that may be held by the non-student members of SFAC.
- E. Officers
 1. Chair
 - a) Shall be the AS Vice President of Facilities and Services,
 - b) In coordination with the AS Sustainability Coordinator, shall establish meeting times, prepare an agenda and report actions to BMUC.
 2. Vice Chair
 - a) Shall be the AS Commissioner of Sustainability Affairs.
 - b) Shall take the place of the Chair in their absence.
- F. Rules for Voting Members
 1. Student appointees must adhere to the Associated Students Appointment Policy.

VII. MEETINGS AND PROCEDURES

- A. SFAC meetings shall be publicly announced and open, as stated in the Gloria Romero Open Meeting Act, and shall be conducted according to Roberts Rules of Order, Newly Revised.
- B. The committee shall meet in formal business sessions at least twice each academic year.
- C. A quorum shall consist of more than half of the full voting membership.

VIII. DUTIES AND RESPONSIBILITIES

- A. Shall accept proposals from any regularly enrolled CSU, Chico students or AS Programs for review pursuant to the annual funding criteria developed by the SFAC.
- B. Shall approve allocations to students for Sustainability projects or programs.
- C. All decisions must be approved by majority vote of the BMUC.
- D. Any allocation over \$5,000 must be individually approved by majority vote of the BMUC.
- E. Shall make a conscious effort to assure student resources are expended to provide the widest variety of programs and projects in order to meet the needs of as many CSU, Chico students as possible.
- F. Shall assure the student body is informed about where student dollars are going and how to access dollars and service.
- G. Shall develop funding criteria and guidelines to be approved by BMUC.

Approved BMUC: 5/10/06
Approved BOD: 6/7/06
Revisions Approved BMUC: 3/14/07
Revisions Reported to BOD: 3/28/07
Revisions Approved BMUC: 10/3/07
Revisions Reported to BOD: 10/3/07
Revisions Approved BMUC: 10/7/09
Revisions Reported to BOD: 10/29/09
Revisions Approved BMUC: 9/15/10
Revisions Reported to BOD: 9/17/10
Revisions Approved BMUC: 11/17/10
Revisions Reported to BOD: 11/19/10
Revisions Approved BMUC: 2/6/13
Revisions Reported to BOD: 2/18/13

Revisions Approved BMUC: 4/24/17
Revisions Reported to BOD: 4/26/17
Revisions Approved BMUC: 11/30/17
Revisions Reported to BOD: 12/6/17