

## SUSTAINABILITY AFFAIRS COUNCIL CODE

### I. NAME

This document shall be called the Sustainability Affairs Council Code (SAC).

### II. AUTHORITY

This council shall be established under the authority given in Article IX, Section 1.a.(4) 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 SAC.

### IV. DATE OF EFFECTIVENESS

This code shall be effective upon approval of the Government Affairs Committee (GAC) and the Board of Directors (BOD).

### V. AMENDMENTS

This code may be amended by a 2/3 vote of the SAC with approval of the GAC and reported to the BOD.

### VI. MEMBERSHIP

#### A. Voting Membership: Seven (7)

1. Commissioner of Sustainability Affairs (only votes in case of a tie).
2. Six (6) students appointed by the Commissioner of Sustainability Affairs. These students should be representative of the environmental community.

#### B. Non-Voting Membership: Five (5)

2. AS Sustainability Coordinator.
3. University Sustainability Coordinator.
4. One (1) faculty representative from Academic Senate.
5. One (1) staff representative from Staff Council.
6. One (1) community liaison, selected by the Commissioner of Sustainability Affairs.

#### C. Officers

1. Chair
  - a) Commissioner of Sustainability Affairs.
  - b) Shall preside over all meetings of the Council.
  - c) Shall ensure preparation of the agenda.
  - d) Shall report to the GAC after each formal meeting.
2. The Vice Chair
  - a) Shall be elected from the voting membership of the Council.
  - b) Shall act as Chair in the absence of the Chair.

#### D. Term of Office

1. Once appointed and continues until the last meeting of the academic year.

E. Rules for Voting Members

1. Voting members must adhere to the AS Appointment Policy.
2. Vacancies shall be filled by the person currently holding the office that made the appointment. These appointments are subject to approval by an absolute majority of the GAC.

VII. MEETING PROCEDURES

- A. The SAC is to be an active Council, meeting at least twice a month after council members are appointed during the regular academic year.
- B. The Chair shall set aside and publish a regular meeting time and location at the beginning of each academic year.
- C. The SAC 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. Agenda items for the formal business sessions of the SAC shall be presented to the Chair. Agendas will be distributed to each member seventy-two (72) hours in advance of the meeting.
- E. A quorum shall consist of more than half of the full voting members.

VIII. DUTIES AND RESPONSIBILITIES

- A. Shall facilitate and make policy recommendations to the AS and the University concerning issues of sustainability, the environment and social justice.

Approved GAC:	11/10/95
Approved BOD:	12/1/95
Revision Approved GAC:	10/6/98
Reported to BOD:	10/16/98
Clean-up Changes:	Summer 1999
Revisions Approved EAC:	5/6/02
Revisions Approved GAC:	4/30/02
Reported to BOD:	5/6/02
Revisions Approved EAC:	N/A
Revisions Approved GAC:	5/7/07
Reported to BOD:	5/9/07
Revisions Approved EAC:	N/A
Revisions Approved GAC:	4/5/10
Reported to BOD:	4/7/10
Revisions Approved GAC:	2/10/14
Reported to BOD:	2/10/14
(effective beginning the 2014-15 elected officer term)	
Revisions Approved SAC:	No quorum
Revisions Approved GAC:	2/12/18
Reported to BOD:	2/21/18