Article I - NAME
The name of this organization shall be the Environmental Concerns Committee

Article II - PURPOSE
The Environmental Concerns Committee shall be a public awareness organization. Its primary goals shall be:
A. To advise the President of the University concerning environmental issues.
B. To promote awareness of energy and other resources conservation, recycling, and personal and environmental well being and safety.

Article III - MEMBERSHIP
There are seven voting members, comprised of three faculty, two staff and two students. Two faculty members are appointed by the Faculty Senate and one is appointed by the President of the University. Each faculty member serves for three years and the terms are staggered. Two voting members are staff members. One is appointed by the Staff Senate and one is appointed by the President of the University. Each staff member serves for two years and the terms are staggered. Two voting members are student members appointed by the UOSA. Student members have a term of one year. Registered members who do not attend three consecutive meetings can be removed by a majority vote of all registered members.

The Environmental Concerns Committee shall have Ex-Officio members who are non-voting members. They may include a representative from the President's office and staff members representing university recycling and environmental, safety and energy conservation coordination efforts. There is no expiration date for the Ex-Officio members.

The Environmental Concerns Committee shall not discriminate with regard to race, creed, sex, or religion. No membership dues shall be required. Any funds received from outside entities will be disbursed upon majority approval of the voting members.

Article IV - OFFICERS
The officers of the organization and their respective duties shall be as follows:
A. Chair - calls meetings and presides over them.
B. Chair-Elect - serves as the Chair in his/her absence.
C. Secretary/Treasurer - takes notes of the meetings and distributes them to the membership prior to the beginning of the next meeting and maintains membership data.
The officers shall be elected to one-year terms as prescribed in Article X. Officers can be removed by a vote of a majority of all registered members. Petitions to remove an officer shall be submitted to either the Chair or the Chair-Elect and shall contain the reason for the request and any supporting information.

**Article V - MEETINGS**
Meetings shall be held at a time and place that is convenient for the members. Meetings will be held in September, November, January, March and May of each year. Special meetings shall be called upon the request of a member with the consent of the Executive Committee. Requests for special meetings shall be directed to the Chair or Chair-Elect.

The standard agenda for a meeting shall be:
- Meetings call by the Chair
- Approval of minutes of previous meetings
- Discussion Items
- Action Items
- Tabled Items
- New Business/ Agenda Additions
- Informational Items
- Adjournment by Chair

Fifty percent of the voting membership shall constitute a quorum. One more than half of the quorum shall be a majority. The Secretary/Treasurer shall keep the minutes of each meeting and make them available to Environmental Concerns Committee members prior to the start of the next meeting.

**Article VI - ADMINISTRATION**
The Officers of the Environmental Concerns Committee shall constitute the Executive Council. The Executive Council is entrusted with administrative authority and responsibilities. Meetings of the Executive Council shall be at the call of the Chairman when business warrants such a meeting.

**Article VII - SUBCOMMITTEES**
The Executive Council comprises the primary subcommittee of the Environmental Concerns Committee. Other subcommittees may include outreach, research and energy conservation.

**Article VIII - PARLIAMENTARY AUTHORITY**
In all cases not clarified by this constitution or its by-laws, Roberts Rules of Order (Manual of Parliamentary Procedure) shall prevail.
Article IX - AMENDMENTS
The procedure for amendments to the Constitution shall be as follows:
1. All voting and Ex-Officio members shall be notified in advance.
2. The proposed changes will be read at one meeting of the Environmental Concerns Committee.
3. A majority vote of all voting members is required for amendments to be adopted.

Article X - ELECTIONS
Elections for the Officers of the Environmental Concerns Committee will be held at the first meeting of the Fall semester. Elections shall be conducted by secret ballot with a majority of votes of the voting members present at the meeting required to fill an officer position. Any voting member is eligible to hold an Officers' position. Candidates for the Officer positions can nominate themselves, or be nominated by another member at the elections meeting.