

# Community Engagement Committee

## **Mission**

The purpose of the Community Engagement Committee is to advise the University on and make recommendations regarding the promotion of policies, curricular enhancements, and campus and community events designed to foster Community Engagement.

## **Article I      Name**

This committee, a Standing Committee of the Faculty, shall be known as the Community Engagement Committee.

## **Article II      Purpose**

The purpose of the Community Engagement Committee is to advise the University on and make recommendations regarding the promotion of policies, curricular enhancements, and campus and community events designed to foster Community Engagement. To that end, the Committee will support and design programs and events to:

1. Provide faculty and community partner development
2. Create student leadership opportunities
3. Build sustainable partnerships with the community
4. Offer grants and provide resources to develop new Community Engagement courses and programs
5. Partner with all offices on campus that provide or facilitate engagement opportunities for students, faculty or staff.
6. Oversee Community Engagement minor and CEN designation, program reviews to minor and any new programs.

## **Article III      Membership**

Membership is open to all current students, faculty members, administrators, and employees of the University. Membership can be attained in either of two ways: (1) by nomination or self-nomination in response to the annual call for nominations by the Elections Committee of the Faculty Senate each Spring, or (2) by submitting a request for membership to the Chair of the Community Engagement Committee. Members who join the Committee through the annual election process receive immediate voting privileges; those who join by submitting written requests will be vested with voting privileges after 30 days on the Community Engagement Committee membership roster. The term of membership is one academic year, and there is no limit to the number of years a member may serve, nor is there a limit to the number of members who may serve on the Committee. The Chair of the Committee will keep the membership rolls.

## **Article IV      Officers**

The Committee shall have a Chair elected to a two-year term, who will schedule and conduct meetings, a Vice-Chair elected to a two-year term, who will assume the duties of the Chair in the Chair's absence, and a Secretary elected to a one-year term, who shall record and distribute the minutes of meetings. The Chair and the President of the Faculty Senate will be jointly responsible for managing the finances of the Committee. The officers will be elected at the first meeting of the Committee in the fall semester, subject to a call to meet issued by the President of the Senate.

## **Article V        Meetings**

The Chair shall call meetings twice a semester. An agenda will be prepared and distributed prior to the meeting. Meetings are to be conducted informally, unless, at the discretion of the Chair, rules of Procedure require enforcement. If so, the Committee will be governed by Robert's Rules of Order, in its most recent edition. A quorum shall consist of 20% of the Committee's total voting membership.

## **Article VI        Amendments to the By-Laws**

A simple majority at any scheduled meeting may amend these by-laws provided the proposed amendment(s) is distributed by the Committee Chair via e-mail at least one week in advance of the meeting at which the proposed amendment will appear on the agenda. Changes are subject to approval by the Faculty Senate.

## **Article VII       Subcommittees**

1. Three subcommittees are to be established
  - a. Curriculum
  - b. Grants
  - c. Awards
2. Each subcommittee shall review all proposals emanating from any of its constituencies and make recommendations, favorable or unfavorable, to the Community Engagement Committee. Each subcommittee shall possess the power to recommend amendments, subject to the limitations on the Community Engagement Committee itself.
3. Each subcommittee shall meet prior to all Community Engagement meetings where pertinent items appear on the agenda.
4. The minutes of each subcommittee shall be distributed by the Community Engagement Committee Chair to members of the Community Engagement Committee in advance of Community Engagement Committee meetings.