

**BYLAWS OF THE ASOSU
CAMPUS IMPROVEMENTS COMMITTEE**

Approved for the Projects Committee of the 14th ASOSU Congress
Sunday, October 16, 2022

**MEMBERSHIP OF THE CAMPUS IMPROVEMENTS COMMITTEE
FOR THE 14TH ASOSU CONGRESS**

Representative Sahana Shah, Chair
Senator Kaitlyn Kim, Vice Chair
Representative Adie Rang
Representative Carissa O'Donnell
Representative Caitlyn Olsen
Representative Emilie Krecklow
Representative Brynn Holmes
Senator Jarrett Alto
Representative Andrea Perez
Representative Erica Nyarko
Representative Francisco Hernandez
Representative Gloria Rutaremwa Henrietta

**BYLAWS OF THE ASOSU
COMMITTEE ON PROJECTS**

ARTICLE I – NAME, PURPOSE

Section 1: The Committee shall be known as “The ASOSU Campus Improvements Committee.”

Section 2: The purpose of this Committee shall be to execute the duties it is prescribed by the ASOSU Statutes (Title II 2(F)(4)).

ARTICLE II – MEMBERSHIP

Section 1: The Committee shall be composed of congressional members elected or appointed to the ASOSU Congress.

Section 2: Congressional members shall be appointed to the Committee by the Speaker of the House or President of the Senate.

ARTICLE III – MEETINGS

Section 1: The Committee shall start meeting no later than Week 3 of each academic term in which the Congress is in session. This committee shall decide on a week day and time to meet the term before each new term. Summer term is not included in this section.

Section 2: The established meeting time may change each academic term in which the Congress is in session.

Section 3: Meetings of the Committee shall follow a set agenda but adherence to parliamentary procedure shall be at the discretion of the Chair.

Section 4: Committee members shall be expected to attend all meetings of the Committee.

ARTICLE IV – MINUTES AND ATTENDANCE

Section 1: A committee Vice-Chair shall be appointed from the Senate membership of the Committee to record the minutes of each meeting.

Section 2: The Vice-Chair shall be responsible for recording the attendance at each meeting of the Committee.

Section 3: Committee minutes and attendance shall be shared with the Congressional Clerk by the Chair upon request (Title II 2(E)(1)).

ARTICLE V – THE CHAIR

Section 1: The Chair of the Projects Committee shall be appointed by the Speaker of the House.

Section 2: The Chair shall be responsible for setting the agenda of the Committee. The weekly meeting agenda shall be published no later than one day prior to each meeting. The Vice Chair will be responsible for setting the agenda and sending out any information to the Committee in the absence of the Chair.

Section 3: The Chair shall be responsible for sending the agenda and any supporting documents via email prior to each meeting.

ARTICLE VI – COMMUNICATION

Section 1: Members of the Committee shall communicate to the Chair any planned absences to the scheduled weekly meeting time.

Section 2: There shall be a group communication channel in which members of the Committee may interact (e.g. Microsoft Teams, group text message, etc.). The Committee membership may identify a method of communication which best serves them for their tenure on the committee.

ARTICLE VII – TRANSITION

Section 1: The Committee shall prepare a report of all completed and ongoing projects by Week 6 of Spring Term. This report shall henceforth be known as the “Transition Document.”

Section 2: The Transition Document will detail each project completed by the Committee throughout the year. The Transition Document will also detail what has been accomplished in any ongoing projects that the incoming Committee may assume. They will also provide any input on what could be accomplished next and what was not completed the year before.

Section 3: The Transition Report will be delivered to the Speaker-elect of the House to be distributed to the incoming Projects Committee.

Section 4: The Transition Report should include contact information of any relevant persons involved in ongoing projects, as well as the contact information of the Chair of the Committee.

ARTICLE VIII – AMENDMENTS

Section 1: These bylaws may be amended by a supermajority of votes of the membership of the Committee. These bylaws, approved Sunday, October 16, 2022, shall be submitted to the Congressional Clerk no later than Sunday, November 20th, 2022 as per the ASOSU Statutes (Title II 2(E)(2)).