



Associated Students, Incorporated  
California State University, Los Angeles

## Administrative Manual Environmental Policy Committee Code of Procedure Policy 012

### ARTICLE I

### AUTHORITY AND FUNCTION

This document shall act as the governing procedures for the Environmental Policy Committee of the Associated Students, Incorporated (ASI) of California State University, Los Angeles, Inc. (ASI). It shall be the purpose and function of the Environmental Policy Committee to:

- A. ~~Research, Formulate and develop, and encourage the adoption of policies/practices~~ that will make ASI's internal ~~practices/operations~~ more environmentally sustainable.
- B. ~~Formulate and encourage the adoption of policies~~ ~~Research and propose practices~~ that will make the California State University, Los Angeles a more environmentally sustainable campus.
- C. Educate the ~~student body on sustainability and environmentalism that may include topics such as community with an on-campus emphasis on the topics of environmental,~~ food and nutrition sustainability, ~~carbon emissions/footprint, reducing waste, recycling, as well as~~ environmental justice, ~~and others as they relate to students and the University.~~
- D. ~~Support efforts proposed by the California State Student Association~~ ~~Formulate and encourage the adoption of policies~~ that will make the California State University system more environmentally sustainable and nutritionally conscious, ~~by working primarily through the California State Student Association.~~

### ARTICLE II

### MEMBERSHIP AND DUTIES

#### Section 1 – Membership

The committee shall be composed of ~~twelve (12) voting and two (2) non-voting members; the following members:~~

- A. Environmental Commissioner, who shall serve as chair
- B. Three (3) elected or appointed members of ASI, appointed with a simple majority consent of the Board of Directors (BOD)
- C. Eight (~~8-2~~) ~~student~~ members of the student body appointed with a simple majority consent of the BOD
- D. ~~Director of Programs and Leadership (non-voting)~~ ~~ASI Executive Director or designee (non-voting)~~
- E. ~~Director of Facilities Services or designee (non-voting)~~

**Commented [PB1]:** Let's talk about the number of members. This makes establishing quorum difficult and scheduling the meetings is also a challenge.

#### Section 2 – Quorum

~~Quorum shall be defined as a majority of the seated membership. The Chair shall be counted for the establishment of quorum.~~

~~Quorum shall be defined as a simple majority of the voting membership of the committee (fifty percent of the voting membership plus one). The chair shall be counted among the voting membership for the purposes of establishing quorum.~~

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#### Section 3 – Responsibilities of the Chair

- A. The Chair shall vote only in the event of a tie.
- B. The Chair shall present ~~a quarterly~~ ~~recommendations from the committee on a regular basis~~ ~~recommendation~~ to the BOD.
- C. The Chair shall ensure that a written report of any recommendation or action of the EPC is made at least three (3) days prior to the next meeting of the BOD.



-1 of 2-



D. The Chair shall appoint a Vice Chair, with a majority vote of support by the Committee.

Section 4 – Responsibilities of the Vice Chair

- A. The Vice Chair shall assume the responsibilities of the chair in the chair's absence.
- B. The Vice Chair shall record meeting minutes.
- C. The Vice Chair shall assist in the responsibilities of the chair.

Section 5 – Removal of Appointed Members

Any appointed member may be removed from the committee on a recommendation from the Chair to the BOD for more than two (2) consecutive unexcused absences, three (3) unexcused absences, or four (4) unexcused tardies or early departures during any one quartersemester.

**ARTICLE III**

**MEETINGS**

Section 1 – General Meetings

The Environmental Policy Committee shall meet at least four times a quarter. General meetings shall be open to the student body to attend and abide by the Open Meeting Law whereby the agendas are publicly posted 72 hours prior to the meeting.

**ARTICLE IV**

**AMENDMENTS**

Proposed amendments to these procedures shall be submitted on a majority vote of the Environmental Policy Committee to the ASI Sub-Committee on Bylaws and Codes of Procedure committee for their review and approval prior to submitting the proposed changes to the BOD for their 2/3 approval.

**ARTICLE V**

**DEFINITIONS**

Sustainability – Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Environmental Justice – The fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.

**Policy History:**

Approved: 5/29/08  
Approved: 5/16/13  
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Revised: ?

