

## **BYLAWS FOR THE COLLEGE OF SCIENCE AND MATHEMATICS NATURAL AREAS ADVISORY COMMITTEE**

### **Article I. Natural Areas Advisory Committee**

Members of the Committee are appointed to 4-year terms by the Dean of the College of Science and Mathematics. There are no term limits to service on this committee.

### **Article II. Charge**

The Natural Areas Advisory Committee reviews and makes recommendations to the Dean concerning policies and procedures pertinent to:

- a. use of properties for research, teaching, and outreach;
- b. development of properties for research, teaching, and outreach;
- c. construction of facilities on properties;
- d. maintenance and upkeep of properties;
- e. security and safety of the properties;
- f. maintenance and sharing of records;
- g. management of accounts.

### **Article III. Membership**

The membership is determined by the Dean of the College of Sciences and Mathematics based on recommendations by the Committee and will include:

- a. four members of the Biology faculty;
- b. two members of the Physics, Astronomy, Geosciences and Engineering Technology faculty;
- c. one external member with significant regional experience in land management and up to two external members with related expertise.
- d. a representative from Plant Operations, as a non-voting ex officio member;
- e. the Associate Dean of the College of Science and Mathematics, as a non-voting ex officio member.

A member of the Committee may resign by providing the Committee Chair written notification. The Chair will notify the Dean who will appoint a replacement.

### **Article IV. Officers**

- a. Chair: The Chair is appointed by the Dean of the College of Science and Mathematics.
- b. Secretary: The secretary is elected by the Committee.

### **Article V. Sub-Committees**

- a. The Natural Areas Advisory Committee may create sub-committees. At least one member of the sub-committee must be a member of the Natural Areas Advisory Committee.
- b. Sub-committee members do not need to be faculty and are chosen by the Committee. The terms of sub-committee members are determined by the Committee.
- c. Chairs of sub-committees are appointed by the Chair of the Committee.
- d. Chairs of sub-committees will give the Committee prior notice of meetings, provide minutes of meetings, and submit recommendations and reports as determined by the Committee.

## **Article VI. Procedures**

- a. The Natural Areas Advisory Committee Chair will schedule meetings at the beginning of the fall and spring academic semesters. Other meetings will be called as necessary to accomplish the Committee's responsibilities. Called meetings will be announced at least one (1) week prior to the meeting
- b. The Chair is responsible for setting the agenda for the meetings.
- c. The Secretary will keep minutes of its deliberations.
- d. The Chair distributes reports, recommendations, and land use requests to the Committee Chair in advance of the meeting.
- e. All Committee and sub-committee meetings are open. The Chair will decide whether or not guests of the Committee will be heard and under what conditions.
- f. The Chair will prepare an annual report and submit it to the Dean of the College of Science and Mathematics on or before June 30.
- g. A majority of the Committee membership will constitute a quorum.
- h. A committee member who is unable to attend a meeting may designate another committee member as proxy by direct communication with the Committee Chair.
- i. Any member may request a paper ballot vote on any issue.

## **Article VII. Amendments to Bylaws**

- a. A proposed amendment to the Committee bylaws must be submitted in writing to the Committee chair at least two (2) weeks prior to the next scheduled meeting.
- b. A majority vote by those members in attendance and voting will be required to amend the Committee bylaws.

Approved, March 2023