

# ACADEMIC AFFAIRS COMMITTEE BYLAWS

## Article 1 – Purpose

Section 1: The mission of the Academic Affairs Committee is to act as a liaison between the undergraduate students of the University of Denver (DU) and the administration and faculty of the University with the objective of creating an academic culture at DU that is challenging, growth oriented and productive for students of all areas of study.

Section 2: The committee shall work to support and help initiate campus wide programs that help to enhance the academic environment of DU.

## Article 2 - Composition and Requirements of Committee Members

Section 1: The Diversity Committee shall have an appointed chairperson to oversee the committee and its functions. The chairperson shall be appointed by the Executive Branch and confirmed by a 2/3-majority vote of the SGA Senate.

- i. The chairperson shall be vested with the authority to appoint roles, titles, and duties to Diversity Committee members as they see fit.

Section 2: The committee shall be made of no more than ten (10) undergraduate students from the University, two of which are Senators elected to the Undergraduate Student Government (USG) as well as one faculty or staff representative.

Section 3: The student members of the Academic Affairs Committee that are not members of the USG Senate should ideally be a balanced representation of all four classes (freshman, sophomore, junior and senior) as well as a fair representation from the various departments of study at the University.

Section 4: The members of the Academic Affairs Committee shall have the option of remaining in the committee for every year that they are an undergraduate at the University of Denver.

- i. When a senior member of the committee should graduate, his/her position shall be replaced by an incoming first year student, thereby maintaining a rotating committee membership and consistency throughout the years.
- ii. New appointments for the committee shall be done by the committee chairperson and advisor each year.

Section 5: Members shall be required to maintain a grade point average of 2 or better while serving on the committee, as well as maintaining good standing with the University Citizenship and Community Standards requirements.

- i. All students and faculty at DU may file a complaint about members of the committee. In case of removal or resignation of any member of the committee, the committee shall follow the structure set by the Constitution and Bylaws of the USG.

### **Article 3 - Committee Chairperson Requirements and Responsibilities**

Section 1: One Senator shall be appointed by the Executive Committee of the USG Senate, and be approved by the Senators, to be the chair of the Academic Affairs Committee.

Section 2: The chairperson shall be in charge of scheduling and organizing meetings for the committee as well as making published quarterly reports to the USG Senate and school press on the progress of the committee.

Section 3: In addition, the chairperson will be responsible, in coordination with the advisor, for recruiting and maintaining the number of members on the committee. The chairperson should be responsible for relaying relevant to Undergraduate Council. It is expected that the chairperson will prepare committee agendas.

### **Article 4 - Committee Powers, Requirements, and Limits**

Section 1: The committee shall be required to submit publish quarterly reports to both the USG Senate and school press, which shall consist of at least:

- i. A discussion of specific objectives for the quarter.

Section 2: The AAC shall be responsible for holding regularly scheduled meetings.

Section 3: The power to cancel a meeting shall be vested with the committee which shall vote to cancel a meeting by a majority vote.

Section 4: Committee members shall be required to attend meetings, whereas two absences by a committee member will result in an evaluation of the member, to be conducted by the Judicial branch.

Section 5: The Diversity Committee shall be vested with the authority to create Operating Procedures that govern its daily functions.

- i. The Operating Procedures shall be voted on by members of the Diversity Committee at its first official meeting of the school year by a simple majority vote, and may be amended at any time by a 2/3-majority vote.
- ii. The USG Senate shall be vested with the authority to amend operating procedures through a simple resolution.

### **Article 5 - Faculty Advisor**

Section 1: The AAC shall maintain an advisor who shall be the point person for the academic affairs committee for advice, guidance, and knowledge. The advisor shall also assist the committee in coordination, recruitment, facilitation, programs, expenditures, and governance.

Section 2: The advisor shall maintain communications with the Director of Student Programming.

### **Article 6: The Amendment Process**

Section 1: The power to amend or alter these bylaws shall be vested by the Academic Affairs Committee. The Committee shall vote by a simple majority on an amendment.

- i. If the amendment passes, it shall then be voted on by the greater USG Senate to be confirmed by a 2/3-majority vote through the process of a resolution.
- ii. Bylaws shall be approved during the first meeting of the academic year of each new Senate and amendments may occur at anytime.

Section 2: Operating procedures may be amended in accordance with Article III Section 2.