

ASUCM By-Laws

Sustainability Council

Updated as of June 1, 2014

Purpose: The purpose of the ASUCM Sustainability Council, a Dependent ASUCM Service (ASUCM SC), is to decrease the carbon footprint of UC Merced and/or Merced by organizing and/or funding outreach events and technological retrofits, to decrease the carbon footprint of other events and/or activities by funding sustainable aspects of events and/or activities, and to generate a permeating mindset of sustainability across UC Merced and Merced.

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Article I: Definitions

- A. Carbon Footprint: The amount of energy and resources something consumes in pounds of CO₂ added to the amount of CO₂ that same thing emits.
- B. Member: An individual elected for the ASUCM Student Sustainability Council
- C. Associate: An individual or organization whose activism is officially endorsed by the ASUCM Student Office of Sustainability

Article II: Organization of the ASUCM Sustainability Council

Section 1: Membership

The ASUCM Sustainability Council contains three executive officers and a coordinator of Public Relations

- A. An ASUCM Senator
 - 1. shall be elected by a 0 majority vote of the Senate
- B. ASUCM Commissioner of Sustainability
 - 1. is appointed according to ASUCM bylaws
 - 2. Is responsible for taking minutes and
 - 3. The Commissioner of Sustainability and ASUCM Senator to be on ASUCM SC are voted in by a simple-majority by Senate during the first four weeks of senate and must be appointed at the same time.
 - 4. The Commissioner of Sustainability and ASUCM Senator collect associate applications and appoint Office of Sustainability Chair within one month of being voted into their positions, or earlier. Chair steps into office once appointed and approved by Senate.
 - 5. In the event that there are no associates, the commissioner of sustainability and SC senator may appoint a chair to begin associate recognition process.
- C. Sustainability Council Chair
 - 1. is an Associate appointed by Commissioner of Sustainability and Senator;
 - 2. Is preferred to be a member of Energy Service Corps, Engineers for a Sustainable World, Green Campus, Facilities intern, or any on campus organization dedicated to an aspect of sustainability
 - 3. Advisors reports
- D. Coordinator of Public Relations
 - 1. is an Associate appointed by the SC and comes into power by a unanimous vote of the SC. Coordinator of Public Relations is responsible for:
 - i. updating the council networking site
 - ii. follow up with clubs on their project
 - iii. Following up on projects through the evaluation form
- E. Associates
 - 1. All associates must be undergraduate students currently enrolled full-time at UC Merced.
 - 2. Associates are activists for sustainability at UC Merced

3. In order to become an associate, one must describe in no more than 200 words what they have done or will do to decrease the carbon footprint of UC Merced or Merced.
4. If the ASUCM Senator and Commissioner are the only serving officers associates applications may be collected by the Commissioner and Senator.
5. An associate application is approved by three signatures: the Council Senator, the Commissioner and the Chair. Applications may be submitted online or in person to any of the three ASUCM SC officers.
6. An associate may claim to be affiliated with a club or organization, one club or organization affiliation per associate. Two associates cannot represent the same club or organization. The given club or organization must approve the affiliation the associate is claiming. The approval must be in writing and signed by the club president or the organization's primary leader.
7. All clubs have to send authorization for an associate to represent the club every year or if a new associate is selected to represent the club.
 - i. It is not necessary to be a club member to be an associate.
8. All club and organization affiliations must be declared when submitting an associate application.
9. An individual acting as an associate for a club may not file to be an individual associate until the club has selected another SC representative. Only one active associate application per person at any given time.

F. Faculty Advisor

1. Oversees all SC activity by approving bi- weekly reports on associate and funding requests. The report form is in appendix B.

Section 2: Meeting Schedule

- A. ASUCM SC will meet once every two weeks.
- B. The first meeting time is established on the day of the ASUCM SC Chair steps into office.
- C. Meetings are to be held in person on UC Merced property. The location is to be made public by the Commissioner of Sustainability five business days before the meeting.
- D. Meeting agenda shall include:
 1. discussion and vote of new associates applications,
 2. discussion and vote of new funding requests,
 3. discussion of marketing sustainability and
 4. writing up the advisor report.
- E. Agenda is approved at the beginning of council meetings. Quorum requires all three members to be present. It is advisable for associates whose requests are on the agenda to be present.
- F. Minutes shall be taken at every meeting by Commissioner of Sustainability.
- G. Meeting minutes and agenda shall be posted online on a networking website by Commissioner of Sustainability.

Article III: Funding Allocation Protocol

- A. A UC Merced student who is an associate or a member of ASUCM SC may present a funding request to ASUCM SC.
- B. In order for funds to be allocated from the ASUCM SC fund, signatures from the ASUCM SC officers and proper ASUCM financial bylaw protocol is required.
- C. ASUCM President has three business days to review the submitted funding proposal and has the right to Veto. A (2/3) majority vote from the Senate can overturn the Veto. ASUCM SC will submit all approved legislation to ASUCM on the day it is approved.
- D. If the ASUCM president takes no action on an SC approved funding request within five business days, it is automatically approved.
- E. Approval of the faculty advisor is recommended for funding to be unlocked. Faculty advisor approval is granted by the faculty signing the bi weekly report attached in appendix B.

Article IV: Funding Requests and Associate Recognition

- A. The ASUCM SC looks at three things, the amount of students affected by the event/activity, the dollar cost and the carbon footprint decrease associated with the proposed expenditure.
- B. Rubrics for almost net zero and net zero events are provided by Matt Hirota, Recycling Coordinator.
- C. A proposed ratio of people to CO2 to money reductions is an integral part of a funding request.
- D. At the end of the academic year, advisor reports can establish an average ratio of money to people to CO2 reductions to be used as a standard.
- E. Any UC Merced student may apply to be an associate by writing no more than 200 words how their activism has or will decrease the carbon footprint of UC Merced or Merced. The three members along with the advisor determine whether the subject matter of the write up is appropriate for eligibility.
- F. Ongoing updates on accepted and approved applications will be posted on a networking site. Reasons for denial shall be sent out to the individuals. Reasons for approval are a part of the report to the advisor. The ASUCM SC Senator will report on funded SC initiatives.
- G. No two associate entries may be the same.
- H. A faculty advisor will oversee the metrics and activity of SC through a bi weekly report compiled and sent to the advisor at the end of each meeting. Only associates applications or funding request forms approved by them members are sent to the advisor.

Article V: Funding Allocation Restrictions

The ASUCM SC shall not be used:

- A. To fund any food expenditures for conferences
- B. To fund travel to conferences

Article VI: Appeals Process

A club or organization that has been denied funding may file an appeal with ASUCM Court. This should be done only if the club or organization believes their funding request denial has violated the ASUCM Constitution or its By-Laws.

Article VII: Bylaw Amendment Process

ASUCM Senate can amend ASUCM SC bylaws as outlined in the Legislative/Financial bylaws.