SouthShore Campus Advisory Council
By-Laws

Article I
Name

The name of this organization shall be the SouthShore Campus Advisory Council (herein referred to as the CAC).

Article II
Charge

The charge of the SouthShore Advisory Council will be to deliberate and make advisory recommendations to the SouthShore Campus President regarding SouthShore and College-wide issues that will be advanced to the Institutional Advisory Council. The CAC will not make advisory recommendations for issues that deal solely with academics or bargaining matters.

Article III
Membership

Membership will consist of at least one student, one full-time faculty member, and one staff member. Membership shall be by nominations held the second week of April. The current membership will review nominations, make recommendations, and forward these recommendations to the Campus President by the end of April.

New membership terms will begin with the first CAC meeting of the Fall term. This meeting will serve as an orientation meeting.

The term of membership shall be one year. Members may request to be reappointed by the CAC.

The Chair and Co-Chair will be elected annually at the May meeting by CAC membership.

The Chair and Co-Chair will be limited to two consecutive terms.

Quorum

A quorum shall be established by a majority of the membership of the CAC.

Voting

Voting members include the student, staff, and faculty members of the CAC.

By-laws approval or amendments require a majority of the members either in attendance or by absentee vote via email.
Roberts Rules of Order shall be followed in regards to voting procedures.

For purposes of advancing issues or proposals, the Chair may place an issue for vote by membership in an email, allow for an email discussion, and vote by email. A minimum of 48 hours will be allowed for any email vote. In order for an email vote to be valid, a quorum of the CAC must respond to the vote.

Article IV

Agenda

I. Call to Order
II. Roll Call of Members
III. Approval of Agenda
IV. Approval of Minutes
V. President/Deans Comments and Updates
VI. Chair’s Report
VII. Old Business
VIII. New Business
IX. Hearing of Employees and Students

Agenda Items

Agenda items should be submitted to the Chair at least one week prior to the meeting date. However, with approval from a majority of members present, agenda items may be introduced for inclusion before the approval of agenda during the meeting.

Meeting Dates

The standard meeting date will be the first operational Monday of each month. The Campus President or Chair may call additional meetings as needed.

Committees

Committees may be established periodically by a vote of a majority of the membership

Article V

Amendments to the Bylaws

The Campus Advisory Council shall have the power to amend its bylaws providing that such amendments are approved by a two-thirds majority of the Council. A proposal to amend the bylaws must be distributed to the Council two weeks before the meeting at which it is to be considered. These Bylaws shall conform to the Shared Governance document of the College.