

## Campus Beautification and Preservation Committee

### BYLAWS

KUTZTOWN UNIVERSITY

Kutztown, PA 19530

<https://www.kutztown.edu/about-ku/administration/committees/campus-beautification-and-preservation-committee.html>

- I. MISSION: The Campus B & P Committee seeks to empower our community by connecting us to our past heritage and by honoring our future with a sense of stewardship for the long-term health of our campus ecosystems, built environment, and human communities.
  
- II. PURPOSE: The Campus Beautification and Preservation Committee reports to the President's Administrative Council and is responsible for the following:
  - A. Makes recommendations as to how the interior and exterior environments on campus can be improved, with respect for our past and a vision for the future health of our campus communities.
  - B. Engages members of the university community in dialogue, research, and actions promoting awareness of place and a sense of stewardship.
  - C. Advances sustainable and regenerative practices for changes in natural and undeveloped locations on campus.
  - D. Provides timely historic preservation review of and comment on projects affecting buildings fifty years and older.
  - E. Contributes to the review of drafts of new building construction or campus renovations while those projects are in the design phase.
  - F. Consults on the selection, placement, and care of fine art including sculpture and the installation of murals.
  
- III. COMPOSITION AND TERMS OF APPOINTMENT
  - A. Composition
    1. Graduate Faculty Representative
    2. College of Visual and Performing Arts Representative
    3. College of Education Representative
    4. College of Liberal Arts and Sciences Representative
    5. College of Business Representative
    6. Professional Staff Representative
    7. AFSCME Representative
    8. Student Representative elected by the Student Government Board
    9. University Galleries and Community Outreach designee (permanent member)
    10. Facilities Management designee (permanent member)
  
  - B. Terms of Appointment
    1. Student Representative shall be appointed each September
    2. College and Graduate Faculty representatives to be appointed by

the Committee on Committees on a staggered two-year term starting in Fall by the following groups.

- a. Graduate Faculty Representative, College of Visual and Performing Arts Representative and College of Education Representative.
  - b. College of Liberal Arts and Sciences Representative, College of Business Representative and Professional Staff Representative.
  - c. The AFSCME representative is to be appointed by the union in August every two years.
3. Election of Officers
- a. Chair-elect shall be elected at the last meeting in the Spring.
  - b. After serving one academic year as chair-elect, the Chair-elect will transition into the chair position for a one-year term.
  - c. Recording Secretary shall be elected at the first meeting in the Fall.

#### IV. MEETINGS

- A. Meetings are generally held monthly but the Chair may cancel one meeting due to a lack of material to cover. The Committee is required to meet the following month if one meeting is skipped.

#### V. VOTING

- A. Whenever possible the Committee operates by consensus.
- B. If voting is necessary a quorum of six of the ten members of the Committee must be present.

#### VI. AGENDA: The agenda shall consist of the following order of priority (recommended):

- A. Call to Order
- B. Approval of Minutes
- C. Announcements
- D. Old Business
- E. New Business
- F. Adjournment

#### VII. RULES OF ORDER

- A. Robert's Rules of Order will govern the committee's procedures in all cases where applicable.
- B. A quorum will consist of a simple majority of voting members of the full committee.
- C. In order to have a vote, there must be a quorum.
- D. Amendment of the Bylaws shall require a two-thirds majority of the voting membership.