

Campus Beautification and Preservation Committee  
BYLAWS

KUTZTOWN UNIVERSITY

Kutztown, PA 19530

<http://www.kutztown.edu/about-ku/administration/university-senate/committees/campus-beautification-and-preservation-committee.htm>

I. PURPOSE

A. The Campus Beautification and Preservation Committee reports to the President's Administrative Council and is responsible for the following:

1. Makes recommendations as to the way the campus can be beautified both internally and externally.
2. Solicits ideas from all members of the university community about ways to make and keep the campus beautiful.
3. Makes recommendations for future analysis involving change and usage of green space.
4. Consults on the selection and sitting of sculpture, placement of murals, restoration projects and preservation projects on the campus grounds.
6. Makes recommendations related to the University Master Plan.

II. 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.
3. The AFSCME representative is to be appointed by the union in August every two years.

C. Election of Officers

1. Chair shall be elected at the last meeting in the Spring.
2. Recording Secretary shall be elected at the first meeting in the Fall.

III. 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.

IV. 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.

V. AGENDA

- A. The agenda shall consist of the following order of priority (recommended):

- Call to Order
- Approval of Minutes
- Announcements
- Old Business
- New Business
- Adjournment

VI. 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.