Outreach and Events Committee Standing Rules
Fall 2022

Section I: Regular Meetings
• Meetings will be held at 6:00 p.m. on Wednesday opposite Full Senate Meetings, or as called by the Chair.
• Emergency Outreach and Events Meetings can be called at the discretion of the Chair, or if necessary, by the majority of the seated committee members.

Section II: Parliamentary Authority
• The parliamentary authority will be *Robert’s Rules of Order Newly Revised*.

Section III: Operating Procedures
• The Chair shall conduct all business at hand of the committee.
• The Vice Chair shall record all actions of the committee.

Section IV: Agenda
• Opening
  • Call to Order
  • Land of Acknowledgement
  • Roll Call
  • Approval of Agenda
  • Approval of Minutes
• Preliminary Business
  • Chair
  • Vice Chair
  • Members of the Committee
  • Public Comment
  • Media
• Old Business
• New Business
• Closing
  • Members of the Committee
  • Vice Chair
  • Chair
• Adjournment

Section V: Quorum
• Quorum will be a simple majority of the seated Committee Members.
Section VI: Voting
• All votes will be taken by roll call vote and will be recorded by the Vice Chair.
• Absolutely no proxy votes will be allowed from Committee Members. A Committee Member must be present to vote.

Section VII: Absences
1. Any member having two (2) or more unexcused absences will lose voting privileges at the next meeting, and/or be subject to any further reprimands that the Committee feels are necessary. Excuses will be determined by the Chair of the Committee.