



# UNITED TRIBES TECHNICAL COLLEGE

## Sustainable Agriculture and Food Systems Student Club Bylaws

Date of latest revision: November 2021

### Article I. *Name*

The name of this committee shall be the **SAGE** (*Sustainable Agricultural, Gathering and Eating*)

### Article II. *Purpose*

The **SAGE** is a fundamental part of UTTC's commitment to continuous improvement of programs and services.

**Purpose Statement:** *Provide students the opportunity to participate in pre-professional organization tailored to their academic interests.*

### Article III. *Membership*

#### *Selection of Members*

Initial membership is selected by the staff of the Land Grant/Extension Department.

**SAGE** will consist of members;

- SAGE is open and available to all UTTC students, regardless of degree program or area of study
- one staff member from the Land Grant/Extension Department need be present at each meeting
- an active roster of members will be recorded and made freely available to Staff and members.

#### *Criteria to Participate*

- The **SAGE** welcomes members who meet the following criteria:
  - Enrolled UTTC students
  - Are willing to work collectively, with open-mindedness, and with a level of professionalism
  - Will respect the confidentiality and privacy of families and students

## *Privileges and Responsibilities of Membership*

- **Voting**

- The goal of the SAGE will be to come to a consensus on all items up for vote.
- Each member and all three officers shall have voting rights.
- Advisor (Land Grant Staff will ***not*** have voting rights)
- In the case where consensus cannot be attained, decisions will be made by a simple majority vote.

- **Participation Expectations**

- Members are expected to participate in all meetings, activities, and other related events.
- If a member fails to attend three consecutive meetings without notice, the council will discuss the issue at a regular meeting to consider appropriate action.
- Members are encouraged to utilize video (camera on) during all virtual meetings to optimize “live” participation.

- **Responsibilities**

- To act as advocates for the Sustainable Agriculture and Food Systems degree program.
- To represent UTTC in dignified manner:
- Officer’s or member, which are sponsored for travel or professional development are **required** to present a summary of their experience to the group at the next scheduled meeting time.

- **Benefits**

### *Terms*

- The SAGE calendar shall run on a semester format, with the year consisting of three semesters:
  - Fall semester: September-December
  - Spring semester: January-May
  - Summer semester: June-August
- Officers will serve a one-year (three semester) term, with the option to run for subsequent terms
  - The one-year Officer term will run from September 1<sup>st</sup> through August 31<sup>st</sup>.
  - For members who choose to run for a subsequent term and are doing so unopposed, a consensus vote will be used to confirm their membership.

- If an Officer leaves his/her duty before the end of the term. A new Officer will be solicited and voted upon by all members and officers at the next monthly meeting.

#### **Article IV. *Membership Meetings***

- The SAGE will meet monthly, with additional meetings scheduled as necessary.
- One (1) planned event will be considered each month
- The agenda for each meeting will be driven by the current project needs and actionable items.
- Any additional meetings will be requested at least one week in advance.

#### **Article V. *Officers***

- The **SAGE** shall have the following officers:
  - President
  - Vice President
  - Treasurer / Secretary
  - \*Non-voting advisory members; comprised of Land Grant/Extension staff
- Duties of Officers:
  - The President will preside at all meetings, create the agenda, and will be responsible for performing other duties usually required by this office.
  - The Vice President will attend all meetings, create the agenda and provide support.
  - The Treasurer \Secretary will attend all meetings and will work with other Officers to develop and distribute the meeting agenda, record meeting minutes, record votes, and distribute minutes of the meetings. Provide Treasurer's report, keep the budget balanced and submit all necessary documentation to the UTTC finance department.

#### **Article VI: *Parliamentary Authority***

- The rules contained in Robert's Rules of Order will govern the **SAGE** in all cases to which they are applicable and in which they are not inconsistent with the bylaws or the special rules of order of UTTC.

#### **Article VII: *Responsibility of SAGE to UTTC***

- This Committee will abide by all applicable policies instituted by UTTC.

## **Article VIII: *Amendments***

- These bylaws may be amended by a consensus vote by the members of the organization present at any regular meeting or at a special meeting called for that purpose. The membership will be notified of adopted bylaw amendments by the most feasible means.