



# ENVIRONMENTAL SUSTAINABILITY CODE

*This Edition Amended: 11/29/2017*

## **Article I: Environmental Sustainability Committee**

### **Section 1: Membership**

The DASB Environmental Sustainability shall consist of the following:

- A. Voting Members
  - 1. DASB Chair of Environmental Sustainability (must be a committee officer)
  - 2. At least two (2) additional DASB Senators
- B. Non-Voting Members
  - 1. DASB Senate Interns must attend at least one committee meeting prior to completing the application.
  - 2. DASB Senate Interns must meet the eligibility requirements as specified in the DASB Senate Bylaws.
- C. Advisors
  - 1. DASB Senate Advisor

### **Section 2: Objectives**

- A. Plan and host events that raise awareness regarding environmental sustainability.
- B. Promote environmental sustainability through projects and programs.
- C. Ensure the DASB operates in an environmentally sustainable manner.
- D. Work with other environmental sustainability groups.

### **Section 3: Right to Act**

The DASB Senate delegates authority to DASB Environmental Sustainability Committee to take action on behalf of the DASB Senate to fulfill its own objectives with the following restrictions:

- A. Any environmental policy must be approved by the DASB Senate.
- B. Workshops hosted by DASB Environmental Sustainability are voluntary unless made mandatory by the DASB President, DASB EVP, or by majority vote of the DASB Senate.
- C. The DASB Senate must endorse or otherwise officially support an organization before DASB Environmental Sustainability may sponsor an event to promote that organization.

### **Section 4: Committee Duties and Responsibilities**

- A. Work to conserve and preserve the De Anza College environment and community well-being within the boundaries of social justice and/or environmental sustainability.
- B. Review or propose the Environmental Sustainability Policy.
- C. Schedule and hold at least one (1) event every quarter (not mandatory during Summer Quarter).
- D. Conduct an Environmental policy workshop during Fall and Winter quarter.
- E. Manage and oversee the DASB Campus Environment and Sustainability Account (41-51173).
- F. Review its Committee Code at least once, and submit any proposed amendments to the Administration Committee.
- G. Review amendments proposed to its code by the Administration Committee, make a recommendation, and report the result to the Administration Committee
- H. Ensure all applicants have an equal access to the Bike program and provide safe bikes to all students who are in need.
- I. Work closely with Campus Facilities Committee to ensure all De Anza future projects fulfill students' needs and meet environmental standard. Promote, process and expand the Eco Fund projects to all students in order to encourage innovations in environmental sustainable society.
- J. Request or conduct a committee specific training immediately following elections.
- K. Conduct a committee specific training immediately following midterm elections.

## **ARTICLE II: OFFICERS**

### **Section 1: Officers**

- A. DASB Environmental Sustainability Committee shall have following positions:
- DASB Environmental Projects Manager
  - DASB Environmental Sustainability Analyst
  - DASB Environmental Relations Coordinator
  - DASB Bike Program Coordinator
- B. The Committee shall reserve the right to create or dissolve ad hoc positions as deemed necessary.
- C. Committee Officers are appointed or removed with a majority vote of the Committee.
- D. The Committee Chair shall assume all duties and responsibilities of vacant positions.
- E. The committee vice chair shall assume the role of the DASB Environmental Projects Manager

### **Section 2: Individual Duties and Responsibilities**

- A. DASB Environmental Projects Manager shall:**
1. Oversee the events, projects and programs of the DASB Environmental Sustainability Committee.
  2. Fill out Event Planning Forms, Requisitions, and other paperwork for events.
  3. Write an evaluation for each event that will be filed for future reference.
- B. DASB Environmental Sustainability Analyst shall:**
1. Analyze and research ways that other DASB committees can be environmentally sustainable.
  2. Advise other committees on how they can operate in a more environmentally sustainable manner.
  3. Review and implement the DASB environmental sustainability policy.
  4. Plan and prepare the Environmental Sustainability workshop.
- C. DASB Environmental Relations Coordinator shall:**
1. Conduct meetings with any De Anza College community members that are involved with environmental affairs.
  2. Promote the DASB Environmental Sustainability Committee and be a spokesperson for the DASB Environmental Sustainability Committee.
- D. Eco Fund Coordinator shall:**
1. Ensure that the Eco Fund runs efficiently
  2. Provide recommendations if needed to improve the program
  3. Promote and recruit applicants for the Eco Fund
  4. Collect project feedback from the Project Team Lead

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