

OPERATING GUIDELINES OF THE PARKING ADVISORY
COMMITTEE
AT THE UNIVERSITY OF NEVADA LAS VEGAS

I. Name

The name of this appointed body of the University of Nevada Las Vegas employees and students shall be the UNLV Parking Advisory Committee.

II. Membership, Method of Selection, and Terms of Office

A. The Committee membership shall consist of:

1. Eight students serving one year terms and are eligible for reappointment; Six students shall be appointed by CSUN and two students shall be appointed by the Graduate and Professional Student Association. Three of the students appointed by CSUN must meet the following guidelines:
 - a. One student appointed by CSUN who must live off campus during his or her term
 - b. One student appointed by CSUN who must live in the residence halls during his or her term.
 - c. One student appointed from CSUN who qualifies for accommodations through ADA.
2. Four members of the Faculty appointed by the Faculty Senate for two-year terms.
3. Four Professional Staff members appointed by the Professional Staff Committee serving two-year terms.
4. Four Classified Staff members appointed by the Classified Staff Council serving two-year terms.

B. Terms of office for Committee members shall begin September 1.

III. Officers

A. The officers shall consist of a Chair and Vice Chair, both elected at the regular September meeting. Each shall serve for one year. Secretarial functions will be performed by staff provided by Parking and Transportation Services.

B. Duties of the Chair

1. Preside at all meetings.
2. Set the agenda for meetings.
3. Call special meetings when needed.
4. Appoint subcommittees when needed.
5. Post meeting announcements and make room arrangements.

C. Duties of the Vice Chair

1. Assist the Chair in conducting meetings.
2. Assume duties of the Chair when the Chair is absent.
3. Chair subcommittees upon the request of the Chair.

D. Secretarial Duties Performed by Parking and Transportation Services

1. Take minutes of each meeting.
2. Keep and report records of attendance.

IV. Duties and Responsibilities of the Committee

A. The Parking Advisory Committee has general responsibility for reviewing and making recommendations on various policies and regulations for University of Nevada Las Vegas parking facilities to the Vice President of Finance and Business. All recommendations are first provided to the Associate Vice President of Administration for review.

B. With respect to these responsibilities, the Committee shall:

1. Make appropriate recommendations regarding specific fees relating to permits, fines, and meters.
2. Review and recommend proposed changes in major parking policies before implementation.
3. Review and recommend parking Capital Improvement Projects.
4. Act in an advisory capacity to the Vice President of Finance and Business.
5. Serve as a forum for public input concerning parking.
6. Inform the University organization the member represents relating to parking matters brought before the committee.

V. Meetings

- A. Regular meetings shall be held once a month, September through April.
- B. Additional meetings may be called by the Chair or requested by the Director of Parking and Transportation Services.
- C. The first meeting of the academic year shall be no later than the end of September.
- D. A quorum shall consist of a simple majority of the members of the committee in attendance.
- E. Two unexcused absences without providing a proxy will be cause for removal from the committee.
- F. Robert's Rules of Order shall serve as the guiding authority for proceedings of meetings.

VI. Amendments

Amendments to these Bylaws may be made by a majority vote of the Committee membership and approval of the Associate Vice President for Administration.