



**The Consolidated Students of the University of
Nevada, Las Vegas**

UNIVERSITY INITIATIVES OPERATING POLICY

APPROVED BY SENATE: 02/24/2025

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I. Mission Statement & Composition

We, the University Initiatives Committee for the Consolidated Students of the University of Nevada, Las Vegas, are the official representatives of the Senate on Behalf of the entire undergraduate student body. We exist to establish policies and legislative initiatives to voice overall concerns of campus safety and student health, as well as empower UNLV CSUN to foster communications by serving as the connection between the CSUN Senate Committees, UNLV undergraduates, local, state, and federal government officials, and the University of Nevada, Las Vegas.

The University Initiatives (UI Committee focuses on organizing social events, improving campus life, and works with other CSUN departments to make the student body aware of CSUN initiatives, events, marketing campaigns, and community happenings.

Members of the University Initiatives Committee are responsible for working directly with the members of CSUN and UNLV Faculty on behalf of the student body to address salient issues that are relevant to the student experience.

II. Composition

The University Initiatives Committee of the Senate shall be composed of: 1 Chair, 1 Vice Chair and up to 12 voting senators. The voting members shall be assigned by the chair and approved by the Senate.

The Chair shall be elected via open nominations of the Senate. The Vice Chair shall be appointed by the committee among its members at the first meeting of each session or in the event of vacancy by the position.

The University Initiatives Committee will focus on educational and developmental programming and projects which may include funding different campus initiatives/activities relating to but not limited to one of the three project areas listed below:

1. Health and Safety

- a. This project area focuses on initiatives related to the physical health, mental well-being, security, and emergency preparedness of the UNLV community. Examples include, but are not limited to: safe sex and sexual assault awareness, self-defense workshops, substance safety awareness, Fitness 4 Finals, RebelSAFE emergency phones, and campus safety walks.

2. Diversity and Social Justice

- a. This project area focuses on initiatives that promote diversity, equity, inclusion, and social justice within the UNLV community. Examples include, but are not limited to: cultural heritage celebrations, cultural awareness and anti-discrimination workshops, focus groups for

underrepresented student groups, LGBTQIA+ advocacy and awareness, and disability accessibility and awareness.

3. Sustainability

- a. This project area focuses on initiatives that promote environmental sustainability and eco-friendly practices within the UNLV community. Examples include, but are not limited to: sustainable marketing items/merchandise proposals, implementing reusable alternatives at campus events, water conservation efforts, implement and upkeep of hydration stations, expanded recycling programs, and implementing energy-efficient alternatives.

The Committee will also perform the following tasks:

4. Work closely with the CSUN Business Manager and CSUN Faculty Advisor
 - a. The University Initiatives committee will collaborate with the CSUN Business Manager and CSUN Faculty Advisor in committee meetings and external scheduled meetings to discuss, develop, and refine initiatives - especially when it requires a budget.
5. Draft bills and resolutions to increase student welfare
6. Work closely with the Executive Departments
 - a. The Director or appointed Associate Director of the Campus Life and Marketing Department will act as an ex-officio member of the University Initiatives Committee.
 - b. The appointed Associate Director of Student Engagement will act as an ex-officio member of the University Initiatives Committee.
 - c. Regularly scheduled meetings with the University Initiatives Chair, Vice Chair, and Executive Department Directors will be conducted for the discussion of possible projects for the committee. The Chair and Vice Chair will then report to the committee feedback from those meetings
7. Act as the communication link between university administration, elected officials, and the student body.
8. Coordinate with both GPSA, the CSUN Faculty Advisor, as well as the executive departments on the structure of the mentorship program, plans, and so on. Copies of the mentorship files can be found in the Legislative Team Drive. The CSUN-GPSA Student Mentorship Cooperative is a mentorship program that was founded and established in July of 2020 under the CSUN Departments of RSO and Student Engagement, University Initiatives Committee, and UNLV GPSA
9. Nevada Open Meeting Law Suggestion: Senators within the University Initiatives Committee are more than welcome to use group chats for their assigned projects or liaison work; however, Senators are not allowed to have a quorum of Senators within one group chat, as that could lead to deliberation and be a violation of

Nevada Open Meeting Law. Aside from group-chats, do not deliberate with a quorum (half plus one) of Senators outside of the public-eye regarding projects, or you will be in violation of Nevada Open Meeting Law.

III. Duties & Responsibilities

1. The University Initiatives Chair shall:
 - a. Preside over all official meetings.
 - b. Maintain all agendas and minutes.
 - c. Vote only in the event of a tie or if the Chair's presence is needed to meet quorum.
 - d. Remove any member who has accrued three or more unexcused absences
 - e. Work closely with the Vice Chair and the CSUN Business Manager on all discussions regarding projects that may come with a cost.
 - f. Select committee members to be a liaison for CSUN responsibilities with the Vice Chair.
 - g. Select committee members to execute committee projects.
 - h. Make any clerical or grammatical adjustments to the Operating Policy that do not alter the content. These changes will not have to be passed by the Committee or the Senate
 - i. Enforce disciplinary actions for committee members who arrive to meetings late or fail to attend meetings routinely.
 - j. Report to the Internal Affairs Committee any members who have not completed requested tasks fully and/or in a timely manner.
2. The University Initiatives Committee Vice Chair shall:
 - a. Record minutes of official meetings (including audio and electronic copies.
 - b. Assume the role of Chair in their temporary absence
 - c. Act as interim chair in the case of the permanent absence of the Chair, until the Senate has appointed a new one
 - i. If acting as interim Chair, they shall be empowered to temporarily appoint an interim Vice Chair.
 - d. Accompany the Chair to external meetings in relation to University Initiatives, or in place of the Chair, in their absence
 - e. Work closely with the Chair and CSUN Business Manager on all discussions regarding projects that may come with a cost.
 - f. Conduct regular check-ins with committee members to monitor progress on sponsorship and project responsibilities
 - g. Make clerical or grammatical adjustments to the Operating Policy that do not alter the content. These changes will not have to be passed by the Committee or the Senate
 - h. Assign committee members to be liaison for CSUN responsibilities with the Chair.
3. Members of the University Initiatives shall:

- a. Attend all scheduled meetings.
- b. Correspond with the committee Chair and Vice Chair to report all absences.
- c. Complete assigned tasks such as coordinating and organizing on-campus events, working toward physical projects such as implementing campus lights and cameras, marketing campaigns, and reports in a timely manner.
- d. Work as a liaison for assigned CSUN sponsorships and the committee to:
- e. Serve as a contact with the sponsorships throughout their tenure in the committee.
- f. Correspond and contact sponsorship contacts in a timely manner.
- g. Work with members of the committee, including the Chair and Vice Chair, to schedule times that the sponsorship contact(s) can present their presentation to the committee.
- h. Know the organization's history in regard to past CSUN sponsorships.
- i. Give project reports at committee meetings when requested.
- j. Give dean liaison reports to the members of the committee.
- k. Advised to communicate with the Chair and Vice Chair in regards to joining committee meetings via virtual means within a twenty-four (24) hour notice.
 - i. Emergency circumstances will be taken into exception of this duty

IV. Attendance Policies for the University Initiatives Committee

1. Committee members shall abide by the following policies related to committee attendance:
 - a. Members attending a meeting virtually must report this to the Chair and/or Vice Chair within twenty-four (24) hours before meeting start-time. Reasoning must be provided.
 - b. Members who will be absent for a committee meeting must report this to the Chair and/or Vice Chair within twenty-four (24) hours before meeting start-time. Reasoning must be provided.
 - c. Members who will arrive late to a committee meeting must report this to the Chair and/or Vice Chair within twenty-four (24) hours before meeting start-time. Reasoning must be provided.
2. The following privileges and exceptions can be made in order to accommodate emergency or continuous circumstances that affect meeting attendance:
 - a. If a committee member will arrive late to meetings on multiple occasions due to continuous, extenuating circumstances (e.g., the time a class ends), the Chair may grant a pre-approved exemption. This allows for a one-time discussion and the establishment of an attendance plan instead of requiring individual tardy reports.
 - b. If a committee member is unable to report a late arrival, absence, or virtual attendance for a meeting due to an emergency situation, then they have two (2) weeks after the meeting date to contact the Chair and/or Vice

Chair with an explanation. If approved by the Chair, no penalty of any kind will be given for this instance.

V. Dismissal from the University Initiatives Committee

1. Committee members may be dismissed by the Chair of the committee under the following circumstances:
 - a. The accrual of three (3) unexcused absences from committee meetings during a semester.
 - b. The accrual of three (3) unexcused late arrivals from committee meetings during a semester.
 - c. Failure to complete initiative, liaison, or other tasks delegated by the Chair within their stated allotted time frame.
 - d. Failure to attend meetings and other events with constituents, administration, campus officials, and other stakeholders as delegated by the Chair.