

**Student and Young Professionals Committee of the  
California Water Environment Association (CWEA)**

**STANDING RULES**

1.0 MISSION STATEMENT

1.1 The Student and Young Professionals Committee is a Standing Committee of the California Water Environment Association, hereinafter referred to as the Association, Board of Directors, hereinafter referred to as the Board. The Committee's mission is to recognize the important role students and young professionals play in the future of our Association by developing and promoting programs for students and young professionals, providing a voice for academia, and encouraging student and young professional participation and membership in CWEA.

2.0 OBJECTIVES

2.1 Promote CWEA and Water Environment Federation (WEF) student and young professional programs.

2.2 Maintain an effective communication network between CWEA and state and private colleges, universities, and vocational schools that have environmental curriculum and/or technical programs associated with the water quality field.

2.3 Plan, organize, and implement, activities that promote the mission of the Committee.

2.4 Coordinate student and young professional activities, related programs and events with the program Committees of the annual and regional conferences.

3.0 MEMBERSHIP

3.1 The membership of the Committee shall consist of a Chair and Northern and Southern region Vice-Chairs and representatives from local sections. Membership on the Committee will be comprised of individuals who are members of the Association.

3.2 The Association President shall appoint the Chair within thirty (30) days after the annual business meeting. The Association President may appoint a replacement Chair in the event he/she cannot fulfill their term. The Committee shall submit to the Association President-Elect, by the first of March, the name of a nominee to serve as Chair of the Student and Young Professional Committee.

3.3 No Chair or Vice-Chair shall serve more than two (2) years.

3.4 The Chair shall have the right to attend meetings of the Board with full privilege of discussion of matters involving the work of their Committee.

4.0 DUTIES AND FUNCTIONS

4.1 Chairs

4.1.1 General supervision of the affairs of the Committee.

4.1.2 Preside over Committee meetings.

4.1.3 Appoint Committee Vice-Chair(s).

- 4.1.4 Appoint subcommittees as required.
- 4.1.5 Submit a quarterly report to the Association Executive Director for presentation to the Board. The Committee report will contain activities, recommendations, or other information of importance relating to the activities of the committee or Association.
- 4.1.6 Communicate or appoint liaisons with other CWEA Committee's whose objectives and programs may overlap with the Student and Young Professionals Committee (i.e., membership, scholarship).
- 4.1.7 Submit Committee reports/articles to the editor of CWEA member publications for regular publication.
- 4.1.8 Serve on the WEF Student and Young Professionals Committee.
- 4.2 Vice-Chair(s)
  - 4.2.1 Serve as acting Chair at Committee meetings and Association meetings when the Chair is unable to attend.
  - 4.2.2 Attend subcommittee meetings as directed.
  - 4.2.3 Provide overall Committee support to the Chair as needed.

## 5.0 OPERATING PROCEDURES

- 5.1 The Committee shall comply with all procedural requirements established from time to time by the Board.
- 5.2 The Committee shall hold such meetings as it deems necessary to carry out its function. All interested parties, the Association Executive Director, Board Liaison and active Committee members shall be notified in writing of the time, place and agenda at least two weeks prior to a Committee meeting.
- 5.3 Neither the Committee nor its members shall represent or purport to represent any official position of policy statement of the Association without prior approval of the Board.
- 5.4 All matters of decision by the Committee shall be decided by majority vote of members present.
- 5.5 The Committee shall interface with the Association Treasurer and submit a Committee budget following the policies and procedures of the Association. All financial transactions will be conducted through the Association Treasury with authorization by the Association Executive Director. The Committee may not retain an independent bank account unless authorized by the Board.
- 5.6 The Committee shall pursue activities that would promote programs related to the mission of the Committee.

## 6.0 BOARD LIAISON

- 6.1 The Association President shall appoint a Board Liaison to the Committee within thirty (30) days following the annual business meeting.
- 6.2 The Board Liaison shall attend, when possible, all Committee meetings and serve as a representative of the Board.

7.0 AMENDMENTS

7.1 Amendments to these Standing Rules may be proposed by a majority of the Committee. All proposed amendments shall be referred to the Association Membership and External Relations Committee for certification as to being in harmony with the Constitution and Bylaws of the Association. Amendments to the Standing Rules shall be considered adopted with the approval of the Board.

ACCEPTANCE BY COMMITTEE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY CWEA: \_\_\_\_\_ DATE: \_\_\_\_\_

ATTESTED: \_\_\_\_\_ DATE: \_\_\_\_\_