

**University of North Florida**  
**SPACE COMMITTEE**  
**BYLAWS**

**NAME**

The name of this organization shall be the University of North Florida (UNF) Space Committee.

**AUTHORITY**

The UNF Space Committee is advisory in nature. The Vice President for Administration & Finance shall seek the President's final authority on all recommendations requiring the President's approval.

**OBJECTIVE**

The objective of the Space Committee is to provide space related consultation and advice to the President to meet the demands within the constraints of existing facilities and financial resources.

Specifically, the Space Committee shall:

- Evaluate space within the University in the context of emerging needs and priorities.
- Resolve issues of space allocation across divisions in a manner that assures the priorities for education are addressed in the most effective manner.
- Receive appropriate input and recommend courses of action in instances of new mandates, and emergencies, etc., related to space.
- Review requests for strategic modifications of existing space and determine the most effective utilization, and determination of funding.

## **MEMBERS**

Subject to appointment by the University President, the following shall be members:

- Vice President for Administration & Finance (Chair) or Designee
- Vice President for University Development and Alumni Engagement or Designee
- Associate Vice President for Student Affairs or Designee
- Provost and Vice President of Academic Affairs or Designee
- Two Representatives of the Faculty Association
- Student Government President or Designee

## **SUPPORT STAFF**

- Director, Campus Planning, Design and Construction
- Associate Vice President for Administration & Finance
- Representative from Registrar's Office
- Divisional Space Representatives

## **TERMS**

The faculty members may be appointed for two consecutive two-year renewable terms. The student member may be appointed for a one-year term. Terms commence with the fall semester and run through the summer semester. If a faculty member or the student member desires to resign from the Space Committee, he/she shall submit a resignation in writing to the Vice President for Administration and Finance.

## **MEETINGS**

The Space Committee shall hold regular monthly meetings, except in cases when in the judgment of the Chairperson no significant agenda items have been presented for the Space Committee's consideration.

Special meetings may be called by the Chairperson upon the written or oral request of a Space Committee Member. The purpose of the meetings shall be stated in the call. Except in cases of emergency, at least three (3) days notice shall be given.

A simple majority of the Space Committee Members shall constitute a quorum.

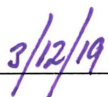
### VOTING

- Each Space Committee Member shall have one (1) vote.
- The Space Committee Chair is allowed to vote the same as any other member.
- There shall be no proxy voting.

If a Space Committee Member is unable to attend Committee Meetings for an extended period of time (e.g., a semester), the appropriate Vice President may recommend a substitute who shall have voting privileges.

Approved:

  
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Dr. David Szymanski  
President

  
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Date