



BUDGET AND FINANCE COMMITTEE **BYLAWS**

The Budget and Finance Committee shall consist of voting members, their alternates, and non-voting advisory members. One Faculty Senate representative and one alternate shall be selected from each college and the Library by Faculty Senate colleagues from the same college/Library. To ensure adequate representation, three at-large appointees shall be appointed by the Executive Committee. The at-large appointees should normally be Senators, but non-Senators may be appointed. One student senator shall be selected by the Student Government Association to serve on the Committee. The selected senators, at-large appointees, and the student government representative shall be voting members. A representative from the Office of the Provost shall be a non-voting advisory member of this committee.

The functions of the Budget and Finance Committee shall be:

- a. to study and make recommendations to the Faculty Senate regarding institutional budget priorities;
- b. to study and make recommendations to the Faculty Senate on any matter it chooses pertaining to the university's budget or finances;
- c. to study matters assigned to it by the Executive Committee.

The Chair of the Budget and Finance Committee shall submit a report setting forth recommendations it may have relating to issues before it to the Chair of the Faculty Senate Executive Committee at least seven days prior to the Faculty Senate Executive Committee's meeting for approval to include the report on the Faculty Senate agenda. Upon approval by the Faculty Senate Executive Committee, the report shall be placed on the Faculty Senate agenda for the next scheduled Faculty Senate meeting. Upon Faculty Senate approval, the report shall be forwarded as a recommendation to the Provost and President.