



## Childcare Establishment Fund Bylaws

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### **Purpose of this fund:**

The UWGB Childcare Establishment Fund is intended to provide financial assistance in the establishment of a child care facility or child care service for University of Wisconsin - Green Bay students, faculty, and staff.

The UWGB Childcare Establishment Fund is developed to respond to the demand for childcare presented by the student body as well as the faculty and staff.

The UWGB Childcare Establishment Fund is consistent with the University of Wisconsin - Green Bay mission and meets the needs of many students, faculty, and staff.

### **Article 1. The Equity and Diversity Committee**

#### **Section 1.1 - Responsibility of the Equity and Diversity Committee**

Whereas the lack of a childcare service is an equity and diversity issue and keeping track of the issue's progress and advocating for it has historically fallen under the purview of this committee, the UWGB Childcare Establishment Fund will be under the Equity and Diversity Committee's supervision. It will also be the responsibility of the Equity and Diversity Committee to continue following this issue and advocating for a campus childcare service. If an opportunity for childcare should arise and is in the interest of students, faculty, and staff, it will be the Equity and Diversity Committee's responsibility to establish whether or not the childcare opportunity conforms to Article 3 and, if so, they will then present it to Student Senate before the funds are spent.

#### **Section 1.2 - Distribution of funds**

It shall be at the discretion of the Equity and Diversity Committee how much of the fund should be contributed to any childcare opportunities that may arise. The fund was established with a lump sum in mind; however, if the Equity and Diversity Committee decides that the fund should be incrementally distributed, this shall be included with their recommendation to Student Senate.

#### **Section 1.3 - Five-year review process**

Every five years (beginning with 2015-2016 Academic year and occurring every fifth year thereafter) the Equity and Diversity Committee shall review the actions and survey the University of Wisconsin - Green



Bay campus community to assess whether or not childcare is still a need for the campus. If it appears that the University of Wisconsin - Green Bay no longer has a need for any sort of childcare services, the Equity and Diversity Committee may present this information and follow the actions outlined in Article 6.

### **Section 1.4 - Conflicts of Interest**

The Equity and Diversity Committee shall strive to avoid conflicts of interest both within SGA and with the University as a whole. Any potential conflicts of interest will be brought to attention of the University community and the Student Senate. As such, the Equity and Diversity Committee shall disclose any information regarding childcare and the UWGB Childcare Establishment Fund upon request by any member of the University community. It is the responsibility of the Equity and Diversity Committee to fulfill these duties.

## **Article 2. Operation and distribution of funds**

### **Section 2.1 - Equity and Diversity Committee**

If a childcare opportunity should arise, the Equity and Diversity Committee shall assess the situation and make a judgment as to whether or not it conforms to Article 3, whether or not serves the student interest, and whether or not the opportunity should be funded with the UWGB Childcare Establishment Fund. The Equity and Diversity Committee will present their recommendation to Student Senate for approval.

### **Section 2.2 - Student Senate**

Student Senate shall review the suggestion made by the Equity and Diversity Committee and vote for or against the proposal. The vote shall be held to a simple majority. If the proposal fails to pass the Student Senate, the Equity and Diversity Committee shall have the opportunity to rework the proposal to include the Student Senate's recommendations and to present it again to Student Senate.

### **Section 2.3 - Additional Advising**

The Equity and Diversity Committee should seek out and consider the advice of both the Segregated University Fee Allocation Committee (SUFAC) and the Dean of Students Office when making the judgment whether or not to contribute funds to a child care opportunity.

### **Section 2.4 - Distribution of Funds**



Upon the Student Senate's approval of a proposal, the UWGB Childcare Establishment Fund will be disbursed in the amount determined collaboratively by the Equity and Diversity Committee and Student Senate in the means and procedure determined by the Organization Finance Office (OFO).

## **Article 3 - The Standards for Distribution of Funds**

### **Section 3.1 - The Referendum**

The following Referendum question formed the UWGB Childcare Establishment Fund and shall be kept in mind whenever deciding how to distribute funds:

*"The Student Government Association proposes to raise segregated fees by \$10 to subsidize the establishment of a Childcare Center available to students, faculty and staff. Collection of this fee would begin in the 2015-16 academic year and continue at a rate of \$10 per year until a Center is established; if a Center is not established, as determined by the Student Senate at a 2/3 majority vote, this fund would return to the general segregated fee fund in a means determined by SUFAC."*

### **Section 3.2 - Requirements for the distribution of funds**

Any child care funding opportunity must conform to the following guidelines:

1. The child care opportunity should add value to the University of Wisconsin - Green Bay. Not only as a child care service, but as an expression of sustainability, education, and outreach.
2. The child care opportunity must contain a component of direct student benefit, such as student internships, employment, and field experience.
3. The child care opportunity must provide a high standard of education for the children.

### **Section 3.3 - Preferences for the distribution of funds**

Please refer to the included Guidance Memorandum for further suggestions.

## **Article 4 - Other rules governing the UWGB Childcare Establishment Fund**

- a) If the Childcare Establishment Fund is not spent as a total lump sum, the remaining money will continue to be governed by these bylaws.
- b) The UWGB Childcare Establishment Fund shall maintain a separate line item in the University budget.



c) The UWGB Childcare Establishment Fund shall not be reallocated for any purpose other than those described in these bylaws.

d) The UWGB Childcare Establishment Fund and its supervision by the Equity and Diversity Committee shall continue until the fund is completely distributed or completely disbursed.

## **Article 5 - Accountability and Visibility**

The Equity and Diversity Committee must provide any information regarding the UWGB Childcare Establishment Fund upon any request by a University community member. In the event that a distribution of the funds occurs, the Equity and Diversity Committee must publicly announce that expenditure to the University community.

It will be the responsibility of each Equity and Diversity Chair to keep detailed records regarding any Childcare information, meeting minutes, and results of each five year review.

## **Article 6 - Amendment to the Bylaws**

If the bylaws here stated need to be amended, edited, created, or repealed, the Equity and Diversity Committee may vote on these changes with a two-thirds vote by the voting members of the existing committee. If the amendments are believed to adversely affect the mission of the Childcare Establishment Fund and the University as a whole, the minority of the vote has the right to hold a discussion in front of the Student Senate.

## **Article 7 - Disbursement of the UWGB Childcare Establishment Fund**

In the event that the Equity and Diversity Committee decides that the UWGB Childcare Establishment Fund is no longer necessary, they may bring this concern in front of Student Senate. With a two-thirds vote, Student Senate has the power to disburse the fund, returning it to the Segregated Fee Fund, and into the hands of the Segregated University Fee Allocation Committee.