

~~Red Strikethrough~~ = Deletion

Green Italics = Addition



DASG

PROGRAMS ~~AND~~

~~EVENTS~~ CODE

This Edition Amended: ~~6/9/2021~~ *[Date Approved by DASG Senate]*

ARTICLE I: PROGRAMS ~~AND EVENTS~~ COMMITTEE

Section 1: Membership

The DASG Programs ~~and Events~~ Committee shall consist of the following:

- A. Voting Members
 1. DASG Chair of Programs ~~and Events~~
 - ~~2. At least two (2) additional DASG Senators~~
 3. *DASG Vice Chair of Programs*
 4. *DASG Events Coordinator (2)*
 5. *DASG Environmental Sustainability Coordinator*
- B. Non-Voting Members
 1. Any number of Interns (*Interns may cast advisory votes*)
 - ~~2. DASG Senate Interns can cast advisory votes~~
- C. Advisors
 1. DASG Senate Advisor(s)

Section 2: Objectives

The objectives of the DASG Programs ~~and Events~~ Committee shall be *to*:

- A. Plan and host DASG endorsed events including but not limited to DASG Senate wide events, collaboration with clubs or organizations on and off campus.
- B. Ensure all the DASG events are eco-friendly.
- C. *Promote environmental sustainability through projects, programs, and events.*
- D. *Ensure the DASG operates in an environmentally sustainable manner.*
- E. *Work with other environmental sustainability groups.*

Section 3: Right to Act

The DASG Senate delegates authority to DASG Programs ~~and Events~~ to take action on behalf of the DASG Senate to fulfill its own objectives with the following restrictions:

- A. The DASG Senate must endorse or otherwise officially support an organization before DASG Programs ~~and Events~~ may sponsor an event to promote that organization.
- B. *Any environmental policy must be approved by the DASG Senate.*
- C. *Workshops hosted by DASG Programs are voluntary unless made mandatory by the DASG President, DASG Vice President, or by majority vote of the DASG Senate.*
- D. *The DASG Senate must endorse or otherwise officially support an organization before DASG Programs may sponsor an event to promote that organization.*

Section 4: Committee Duties and Responsibilities

The DASG Programs ~~and Events~~ Committee shall:

- A. Schedule and hold events as following:
 1. At least two (2) day events every quarter excluding Summer quarter including but not limited to:
 - a. Welcome Week Event for the first Wednesday of fall quarter.
 - b. Have at least one (1) ICC collaborative event per term.
 - c. At least one (1) Senate committee collaborative event per term.
 2. At least one (1) evening event every quarter excluding Summer quarter.
 3. Optional: At least one (1) summer event.
 - ~~a. The summer event can count towards the three required events for the Fall~~

~~quarter.~~

4. Recommended to schedule and host equity, diversity, and inclusion focused events in collaboration with the Equity and Diversity Committee.
5. Events must be publicized two (2) weeks in advance.
6. Ensure all events accommodate accessibility requests.
7. Provide accessible dietary options (vegetarian, vegan, allergies, gluten free, etc.)
8. All RSVP or registration forms shall include accessibility and dietary questions.

~~B. Manage and oversee the DASG Programs and Events Account (41-55180).~~

- B. Review its Committee Code at least once per year and submit any proposed amendments to the DASG Senate.
- C. *Work to conserve and preserve the De Anza College environment and community well-being within the boundaries of social justice and environmental sustainability.*
- D. *Review or propose the Environmental Sustainability Policy for implementation by the DASG Senate and its Committees.*
- E. *Conduct a sustainability event during Fall or Winter quarter.*
- F. *Ensure all applicants have equal access to the Bike Program and provide safe bikes to all students who are in need.*
- G. *Ensure at least one (1) sitting Senator on the Committee attends Campus Facilities Committee to ensure all future De Anza projects fulfill students' needs and meet environmental standards.*
- H. *Promote, process, and expand the EcoFund projects to all students in order to encourage innovations in an environmentally sustainable society as outlined in EcoFund Code.*
- I. *Conduct a committee specific training immediately following midterm elections.*

ARTICLE II: OFFICERS

Section 1: Officers

A. The DASG Programs and Events Committee shall have following officers:

- DASG ~~Marketing and Communications Committee Representative~~ *Events Coordinator (2)*
- DASG ~~Budget Manager~~ *Environmental Sustainability Coordinator*

~~B. The position of DASG Budget Manager may only be held by a senator and not an intern.~~

~~C. Committee Officers are appointed or removed with a majority vote of the Committee.~~

B. The Committee Chair shall assume all duties and responsibilities of vacant positions.

Section 2: Individual Duties and Responsibilities

A. DASG ~~Marketing and Communications Committee Liaison~~ *Events Coordinator*

~~1. Communicate with the Marketing and Communications Committee about upcoming events in Programs and Events and relay information between both committees.~~

~~2. Make marketing requests on behalf of the Programs and Events committee.~~

~~3. Take lead on outreach efforts both on and off campus while planning events.~~

- 1. Oversee all DASG hosted programs and events that develop, educate, enrich, entertain, and connect DASG Constituents.*
- 2. Ensure all events accommodate accessibility requests.*
- 3. Recommended to schedule and host equity, diversity, and inclusion focused events in collaboration.*
- 4. Manage and delegate the Events Coordinator Senators and interns to work in teams to complete work necessary for all programs and events.*
- 5. Work with the Environmental Sustainability Coordinator to ensure all DASG events are eco-friendly.*

B. DASG ~~Budget Manager~~ *Environmental Sustainability Coordinator*

~~1. Keep track of the DASG Programs and Events Account (41-55180) and report back to the committee and the Senate if necessary.~~

~~2. Keep track of all expenses of the DASG Programs and Events Account and report back to the committee and the Senate if necessary.~~

~~3. Manage and oversee committee requisitions and Independent Contractor Agreement Packets.~~

- 1. Research and recommend sustainability initiatives to DASG committees and programs*
- 2. Plan and execute environmentally sustainable practices for DASG events and operations*
- 3. Collaborate with other campus sustainability organizations and the Office of Sustainability to promote and advocate for sustainable practices*
- 4. Maintain up-to-date knowledge of best environmental practices and emerging trends*
- 5. Manage and delegate tasks to interns to complete necessary work for sustainability efforts*
- 6. Act as an additional Events Coordinator on an as-needed basis*
- 7. Promote and maintain the EcoFund budget*

Adopted: 6/12/2002

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Amended: 10/26/2011

Amended: 10/10/2012

Amended: 6/5/2013

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