

The Campus Community Relations Committee (CCRC) Bylaws

***The Campus Community Relations Committee (CCRC) is established for the purpose
****of bringing together the University of Arizona, the City of Tucson, Banner University
Medical Center Tucson (Banner), the neighborhoods associations, and other partners to
create, promote, and sustain livable communities¹ in the university area.

***The success and measurement of livability successes will require a continual
community dialogue through monthly meetings of the CCRC to:

- recognize achievements toward livability
- identify opportunities for improvement through collaborative action and shared influence
- discuss issues
- resolve conflicts
- find and implement mutually satisfactory solutions to achieve the vision and goals of the University Area communities
- Promote a culture of continual learning.

¹ For the community areas around the University of Arizona, livable communities are defined as distinct regions that are safe, attractive, diverse, and stable with physical, social, and economic features that support a community environment that fosters the following key indicators:

- residential livability
- social stability and equity
- preservation and appropriate reuse of historic assets
- stable business environment that promotes economic prosperity
- mutually beneficial programs with the University of Arizona
- effective support from municipal agencies and departments
- highly successful neighborhood area schools
- cultural, entertainment and recreation programs
- sustainable environmental features such as storm water retention and energy reduction programs

* Amended August 10, 1993

** Amended February 8, 1994

^ Amended November 14, 1995

° Amended February 13, 1996

*** Amended February 11, 2014

**** Amended April 14, 2015

Committee Membership

- ****1. The CCRC shall be composed of the duly authorized representatives of the University of Arizona, the City of Tucson, Banner and the University-area neighborhood associations.
- **2. Neighborhood associations recognized by the City of Tucson Department of Neighborhood Resources are eligible for representation on the CCRC. The following neighborhood associations shall be represented on the CCRC:
- a. Blenman-Elm Neighborhood Association
 - b. Catalina Vista Neighborhood Association
 - *c. Feldman's Neighborhood Association
 - d. Iron Horse Historic Neighborhood Association
 - e. Jefferson Park Neighborhood Association
 - f. North University Neighborhood Association
 - g. Pie Allen Neighborhood Association
 - h. Rincon Heights Neighborhood Association
 - i. Sam Hughes Neighborhood Association
 - j. West University Neighborhood Association
- **2a. Inactive Status
- a. When an association's representative misses three consecutive meetings, the neighborhood association shall be contacted by letter and phone through an individual designated by the CCRC. If the neighborhood does not send a representative to CCRC meetings, then the neighborhood association shall be declared inactive and shall no longer be counted for quorum purposes.
 - b. To return to active status, an inactive association shall submit a letter declaring their wish to return to active status and naming a representative. Active status is granted when this representative attends a regularly scheduled meeting of the CCRC.
- ****3. A neighborhood association may petition for membership on the CCRC providing that it is impacted directly and on a continuing basis by the University of Arizona and Banner activities and is officially recognized by the City of Tucson.
4. The council members from City Council Wards Three and Six will serve on the CCRC and represent the City of Tucson. The Mayor shall serve ex-officio.
5. The University of Arizona will be represented by the Assistant Vice President (AVP), Office of Community Relations and other alternates as appointed by the President of the University of Arizona.
- * Amended August 10, 1993
- ** Amended February 8, 1994
- ^ Amended November 14, 1995
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- ****6. Banner shall have one representative on the CCRC.
- ^7. The principals or their designated representatives of Tucson High School, Mansfield Middle School, Roskrige Bilingual Middle School, Blenman Elementary School, Jefferson Park Elementary School, Sam Hughes Elementary School, and Saint Peter and Paul Catholic School shall be invited to serve as ex-officio (non-voting) members.
- 8. The representatives from the respective neighborhood associations shall be appointed to the CCRC by the association president or board of directors or elected by the membership of the association.
- 9. Each neighborhood association represented on the committee shall have an official alternate appointed or elected in the same manner as the neighborhood representative.
- **10. All organizations with formal membership on the CCRC shall submit the names of their presidents, representatives and alternates in writing to the chairperson of the committee each August. Changes in representation shall be submitted in writing to the chairperson.
- 11. It shall be the duty of the representative/alternate to keep the president/board of directors/membership of their respective organization informed of the activities, decisions and meetings of the CCRC.

Chairperson

- 1. The CCRC shall elect a chairperson each year at its April meeting. Nominations for chairperson shall be submitted at the March meeting.
- 2. The chairperson shall be selected by a consensus of the committee.
- ^3. During his or her term of office, the chairperson shall not serve as a representative or alternate of any member organization to the CCRC.
- 4. The chairperson shall serve as a neutral facilitator of the committee discussions and shall conduct orderly and respectful committee meetings striving for consensus.
- 5. The chairperson shall serve as the official spokesperson of the CCRC. He/she will accurately reflect the sentiments of the committee.

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6. The chairperson shall meet with the AVP, Office of Community Relations, at the University of Arizona at least one week prior to the monthly CCRC meeting to discuss and review agenda items and reports.
7. The chairperson shall arrange for the recording of committee minutes and their submission to committee members at least one week prior to the monthly CCRC meeting.
8. The chairperson shall maintain an accurate list of official representatives and alternates.
9. As necessary and appropriate, the CCRC may instruct the chairperson to communicate issues, decisions or positions of the CCRC to representatives of the City of Tucson, officials of the University of Arizona or other community groups and individuals.
- ^10. In the case of the chairperson's absence, an acting chairperson will be selected from the membership attending and will forfeit voting rights while acting as chairperson.

Meeting Agenda

1. The agenda for the monthly meeting shall be determined by the committee.
- °2. Time shall be set aside at each meeting for reports from the neighborhoods, UMC, the City and the University.
- °3. The chairperson shall recognize appropriate guest speakers.

Meetings

1. The CCRC shall meet each month at a date, time and place determined by the committee members.
2. The committee or the chairperson may call special meetings as deemed necessary or appropriate.
3. All meetings (except those of the Subcommittee on Performance and Evaluation) shall be open to the public.
4. Guests and observers may participate in committee discussions at the discretion of the chairperson unless the committee rules otherwise. Guests and observers may not vote on any committee matters.

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4

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Voting

1. The committee will make every effort to arrive at consensus.
2. All substantive issues will be determined by a consensus of the committee.
- °3. Procedural issues will be determined by a majority vote of those members present.
4. New neighborhood associations will be admitted as members of the committee by a two-thirds vote of the CCRC.
5. Assignment of votes:
 - a. Each neighborhood association shall have one vote which may be cast by their official representative or alternate.
 - b. The University of Arizona shall have one vote to be cast by an officially designated representative or alternate.
 - c. ****Banner shall have one vote to be cast by an official representative or alternate.
 - d. The representatives of the City of Tucson Wards Three and Six shall have one vote each.
 - e. Members of the committee (officially designated representatives or alternates) must be present to cast a vote. There will be no voting by proxy.
6. The Bylaws shall be changed or amended by a 2/3 vote of the members of the CCRC. Bylaws shall be amended under Robert's Rules of Order.
- **7. The committee or the chairperson may appoint a subcommittee to handle specific agenda items, special projects or issues.

Subcommittees

1. The committee or the chairperson may appoint a subcommittee to handle specific agenda items, special projects or issues.
- ∞2. The CCRC may form a standing subcommittee on Performance and Evaluation to prepare an annual review of the neighborhood activities of the University of Arizona and the performance evaluation of the AVP, Office of Community Relations. Meetings of this subcommittee shall be in executive session and not open to the public or press. Reports prepared by the subcommittee shall be presented to the CCRC for review and comment prior to being forwarded to the University and Board of Regents. The AVP, Office of Community Relations, shall be given an opportunity to comment on the reports prior to their release.

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5

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