

**SEATTLE PACIFIC UNIVERSITY**  
**MASTER PLAN STANDING ADVISORY COMMITTEE**

Bylaws

Adopted May 6, 2002

1. The Standing Advisory Committee shall be composed of the following members:  
John Coney  
Emily Evans  
Martin Harper  
Nick Herberger  
Darlene Hickman, Chair  
Doug Jennings  
Elaine King  
Jay La Vassar  
Doug Lorentzen  
Doug McNutt  
Kim Orr  
Nancy Ousley, Vice-Chair
2. Ex-officio members shall consist of:  
Malli Anderson, Department of Design, Construction and Land Use representative  
Darrell Hines, Seattle Pacific University representative  
Cliff Louie, Department of Neighborhoods representative
3. The Chairperson and Vice-Chairperson shall be selected from among the voting members of the Committee. The Chairperson shall preside at all meetings. The Vice-Chairperson shall preside at meetings in the absence of the Chair.
4. The Committee Chairperson shall be responsible for signing official correspondence and speaking for the Committee, and shall coordinate with the Department of Neighborhoods staff on agendas, minutes, reports and other Committee materials.
5. All meetings of the Committee shall be open meetings in accordance with the Open Public Meetings Act of 1971.
6. Each regular Committee meeting shall include on the agenda opportunity for public input.
7. The Committee shall hold a minimum of two (2) meetings annually to review the progress of implementation of the Master Plan in accordance with the responsibilities of the Standing Advisory Committee.
8. Notice of each regular meeting of the Committee shall be sent to all Committee members and any other interested parties a minimum of two weeks prior to the meeting.

9. In addition to its regular meeting, the Committee shall hold community meetings as necessary to review the Master Plan and/or EIS and obtain public comment.
10. Conduct of meetings will be governed by the latest edition of Robert's Rules of Order.
11. A quorum for the conduct of any meeting shall be a majority of currently appointed and confirmed voting members.
12. All official actions and votes of the Committee shall require a majority vote of a quorum of members present and voting.
13. Voting by Committee members at all meetings and in all votes shall be by show of hands unless otherwise agreed upon.
14. Replacement of any member of the Committee shall be in accordance with appointing procedures specified in the DON Administrative Rules for Major Institutions.
15. If any member has more than three consecutive absences from regular meetings, the Committee may, at its discretion, request replacement of that member in accordance with Rule 14 above.
16. Members of the Committee shall serve without monetary compensation.
17. In the event of irresolvable conflicts among Committee members regarding issues not anticipated by the Master Plan, both a majority and minority report shall be prepared and submitted to the Director of DCLU.