

## Standing Rules OLLI at UNLV

### Section 1. Committees:

- A. **Educational Programming Committee** is responsible for ensuring a wide variety of quality classes for OLLI at UNLV members to choose from. Core responsibilities of this committee include:
  - a. Gap analysis to identify areas in which class offerings should be expanded.
  - b. Recruitment of potential instructors to teach classes at Paradise and satellite locations.
  - c. Assisting the OLLI at UNLV Administrative Team in implementing training for new, returning and potential instructors.
  - d. Evaluating classes and instructors in order to provide targeted support.
  
- B. **Fundraising Committee** plans and implements fundraising activities and campaigns to help meet the annual goals established by the Steering Council in collaboration with the OLLI at UNLV Administrative Team and the UNLV Foundation.
  
- C. **Member Engagement Committee** is responsible for
  - a. Increasing member involvement
  - b. Providing on-campus extracurricular activities
  - c. Assisting the OLLI at UNLV Administrative Team in collecting and analyzing member feedback.
  
- D. **Volunteerism and Community Outreach Committee**
  - a. Recruits and provides volunteers to assist in the daily operations and special activities conducted by OLLI at UNLV.
  - b. Coordinates with OLLI at UNLV Administrative Team to respond to various organizations, groups or individuals in order to share the mission of OLLI at UNLV.
  
- E. **Ad Hoc Committees** may be established for a time-limited or project limited period by majority vote of the Steering Council. Such ad hoc committees will cease upon completion of the time frame or task for which they were created, or upon dissolution by majority vote of the council.

### Section 2. Appointment of Committee Chairs

- A. Chairpersons of standing and ad hoc committees established by the steering council in Section 1 of the Standing Rules will be appointed by the steering council chair upon approval of the OLLI at UNLV director and will take office upon confirmation by majority vote of the steering council.
  
- B. Chairpersons of subcommittees of the standing committees are appointed by the committee chair and approved by the OLLI at UNLV director.
  
- C. Membership in committees will be determined by the committee chairperson.