

Red Devil Wellness Committee Bylaws

Official Name

Red Devil Wellness

Purpose

The purpose of the Red Devil Wellness Committee is to improve and maintain the well-being of Lower Columbia College faculty, staff, and students,

Governance

The work of Red Devil Wellness Committee is governed by the Governor's Executive Order 13-06, the Collective Bargaining Agreement, Faculty Collective Bargaining Agreement, and Washington State Ethics rules. The Vice President of Foundation, HR, & Legal Affairs (or designee), is responsible for overseeing the operation of the committee.

Authority

The committee is responsible for events, activities, initiatives, and sharing information that improves and maintains the well-being of employees and students.

Members

The Red Devil Wellness committee will have a member cap of 15 and consist of faculty, staff, and students with at least one member of ASLCC. One member will serve as the wellness coordinator and be the leader for the Red Devil Wellness Program. There will be at least one faculty/staff representative from each division (Administration, Instruction, Student Services) and one member from the Executive Leadership Team. The wellness coordinator does not have a specified service term. After other committee members reach three years of service on the RDW committee, the continuation of service will be evaluated with the member and the wellness coordinator.

Sub-committees

The Red Devil Wellness Committee has no standing sub-committees. It may establish ad hoc subcommittees from its membership to work on various initiatives and projects.

Meetings

Committee meetings will be held at least once per month. Committee members will assist with program development and implementation and be involved in RDW activities/events as their schedule/workload permits. Committee members are expected to attend at least 50% of the scheduled committee meetings. If they aren't able to attend 50%, we will evaluate their service on the committee.

Operating Procedures

New ideas and/or activities will be discussed at Red Devil Wellness meetings. New ideas and/or activities will be implemented only if the majority of members at the

meeting are in favor of that particular item and they are in compliance with LCC policies and procedures, the Faculty contract, and the Collective Bargaining Agreement.

- Funding – Funds for Red Devil Wellness are from the Lower Columbia College Foundation. Expenses incurred go through the Foundation. Funds are utilized efficiently.
- Program planning – Planning is done annually. Priority is given to areas of interests/needs determined by the committee.

Relevant Accreditation Standards, Policies, and/or Publications

- Collective Bargaining Agreement
- Faculty Collective Bargaining Agreement
- LCC Policies & Procedures

Minutes

The Vice President Foundation, HR, & Legal Affairs (or designee) arranges for the collection of minutes. Minutes are archived in the Human Resource Office and will be made available on the Red Devil Wellness Committee webpage.

Process for Amending Bylaws

These by-laws may be amended at any time by a majority vote of the membership and are subject to the approval by the Executive Leadership Team.