

## **Environmental Services Fee**

**Original Implementation:** March 13, 2020

**Last Revision:** N/A

The Environmental Services Fee (ESF) is used to provide environmental improvements at SFA through services related to recycling, energy efficiency and renewable energy, transportation, product purchasing, planning and maintenance, or irrigation; or to provide matching funds for grants to obtain environmental improvements.

The distribution of ESF is conducted by the Environmental Services Fee Committee. This committee is composed of nine members. These include five student members who are enrolled for not less than six semester credit hours and who are appointed by the Student Government Association to staggered one and two year terms. The Vice President of Finance and Administration appoints two faculty and two staff members to serve on the committee in staggered two year terms. Any vacancies in an appointive position on the committee shall be filled for the unexpired portion of the term in the same manner as the original appointment. The director of the physical plant, or designee, will serve in an ex officio capacity.

The ESF may only conduct meetings at which at least a quorum plus one (at least six committee members) is present. The director of the physical plant will not count for purposes of a quorum. Meetings must be open to the public. The committee must provide notice of the date, hour, place, and subject of the meeting at least 72 hours before the meeting is convened. This notice must be posted on the Internet and in the student newspaper if an issue of the newspaper is published between the time of the Internet posting and the time of the meeting.

The fee will be awarded through an annual grants competition. A specific project or mini grants may be awarded. The committee will hear proposals from employees, students, and recognized student organizations. The cumulative amount of awards in any fiscal year is limited to that year's actual revenue plus uncommitted prior year balances. No awards or commitments will be made in excess of the existing ESF account balance. The committee will submit final recommendations for awards to the president for approval. The president may submit an award proposal to the Building and Grounds committee of the Board of Regents for consideration.

By statute, funding generated by the fee may not be used to reduce or replace other money allocated by the institution for environmental projects.

**Cross Reference:** Tex. Educ. Code § 54.5041

**Responsible for Implementation:** Vice President for Finance and Administration

**Contact for Revision:** Director of the Physical Plant

**Forms:** None

**Board Committee Assignment:** Building and Grounds

**Revision History:** None