**Mission Purpose**

The purpose of the B&G Committee is to establish and oversee the policies and procedures of the Engineering Staff Council. This includes ESC bylaws, policies, resolution processes, and elections.

**Committee Members**

Christina Oerter (chair), christina.oerter@colorado.edu

Victoria Lanaghan. victoria.lanaghan@colorado.edu

Otha Barrow (parliamentarian), otha.barrow@colorado.edu

William Doe, william.doe@colorado.edu

**Frequency of Meetings**

Once per month, second Wednesday of the month in order to precede the Executive Committee meeting.

**Goals**

Establish governing rules for the Engineering Staff Council.

Establish an elections code and update as needed.

Develop new rules and procedures as needed.

Stay apprised of BSC to ensure ESC bylaws, procedures, and governance are in agreement.

Resolve interpretations and concerns of bylaws and governing documents.

**Expectations of Committee Members**

Regularly attend meetings, and notify group when they cannot attend.

Participate in committee activities.

Resolve ESC bylaws and governance concerns.

Committee Chair will be default acting parliamentarian when parliamentarian is in absentia.

Notes: have parliamentarian always serve on bylaws committee