The Jane Goodall Center for Excellence in Environmental Education (JGC) was created at WCSU with the Jane Goodall Institute (JGI), by Resolution of the Board of Trustees for the Connecticut State University, on April 7, 1995. The agreement was revised and renewed August 8, 2014 (see Appendix).

Article I—Name

This organization shall be known as the Jane Goodall Center for Excellence in Environmental Education (JGC, and hereafter also referred to as the Center).

Article II - Mission

To promote global peace and compassion, understanding, and respect for all living things on this planet.

Article III—Purpose

1. Spread awareness of global, national and local environmental and humanitarian concerns to the community through public programming and university classes.
2. Sponsor visits by distinguished speakers to spotlight these concerns and foster solutions.
3. Collaborate with Roots & Shoots Club members on fundraising for charities, special events and symposia.
4. Support and promote Roots & Shoots participation and training for all staff, faculty, and students.
5. Secure grant funding for educational programs, speakers and classes that promote the mission of the Center.
6. Support and promote the mission of JGI by participating in social media promotions of mission-related campaigns and peer-to-peer fundraising to support global Roots & Shoots initiatives.

7. Foster sustainable development through environmental education in the university, local, and regional communities.

Article IV—Operations

1. The Center shall be self-funding. The Center may solicit and receive grants and accept contracts, donations, and endowments from the public and private sectors consistent with its objectives.

2. All funds (Article IV, section 1) shall be deposited in the Center’s accounts administered by the WCSU Foundation. Expenditure of such funds shall be under the direct control and administration of the Center.

3. The Center is empowered to compensate students, faculty, staff and others for related activities, events, conferences and forums or, when applicable, delivering services or goods related to the Center mission.

Article V—Governance and Rules of Order

1. The Center shall be managed by a Chair and Governing Board (under the supervision of the Provost/Vice President of Academic Affairs). There shall be no salaried members of the Governing Board.

   a. The Governing Board shall consist of seven (7) voting members:

      i. The Chair (who does not vote)

      ii. Five (6) members elected from the WCSU faculty. The election of these members will be coordinated by the WCSU Senate’s Nominations and Elections Committee.

      iii. One (1) student, appointed by the Provost in consultation with the Governing Board, who will represent the university’s student population.
b. The term of office of each Governing Board member shall be three (3) years, commencing on June 1st. Members may be eligible for reelection or reappointment. Elections of seats will be conducted so that each year two seats come up for election.

c. In the event of a vacancy on the Board, the Governing Board shall promptly appoint a replacement for the remainder of the vacated term.

2. As appropriate, the Governing Board may invite persons from outside the Governing Board to participate in Board meetings on a non-voting basis.

3. The Board shall be regulated in accordance with Robert’s Rules of Order, and all other proceedings shall be governed by the Bylaws.

4. The Bylaws and any future amendments shall be subject to University Senate approval.

5. The Jane Goodall Center has been in existence since 1995 without benefit of Bylaws. As a result, the Governing Board, as of this writing, consists of volunteer members. As an expedient measure to preserve continuity in the Center while we transition to an elected Board as described in these Bylaws, two of the existing members (chosen by lot) will be replaced every two years until all seats of the Board are occupied by elected members.

Article VI—Quorum

1. At meetings, a majority (4) of the members of the Governing Board shall constitute a quorum.

2. The Chair or person presiding will not vote. A majority vote (3) of those present and voting shall be necessary to carry any motion made.

Article VII—Officers

1. Officers of the Center will consist of Chair and Assistant Chair
2. The Chair and Assistant Chair shall each be elected by the Governing Board for a three (3) year term.

3. The Chair shall preside at meetings of the Center.
   a. The daily administration of the Center shall be the responsibility of the Chair. The Chair shall make routine operating decisions under guidelines established in periodic Governing Board meetings.
   b. The Chair shall be a fiscal agent of the Center and will be authorized to sign for disbursement of funds in the Center’s accounts. The Governing Board must approve all disbursements of funds.
   c. The Chair shall be responsible for the preparation of a budget for the ensuing year to be presented to the Governing Board at the annual meeting to be held in May. Said budget shall include the estimated costs of administration and operation and estimated revenues from all sources in support of the Center and its programs.
   d. The Chair shall prepare and provide to each member of the Governing Board at the annual meeting a financial report, as well as a report of the programs and services provided by the Center during the previous academic year. The Chair will also send a copy of the annual report to the University Senate.

4. The Assistant Chair shall assume the duties of the Chair in the absence of or at the request of the Chair.

Article VIII—Meetings

1. The Governing Board shall meet at least four times annually, with the annual meeting to be held in May.

2. Special meetings of the Governing Board may be called at the request of the Center Chair or Provost/Vice President of Academic Affairs provided a notice has been given to all members at least 72 hours prior to such a meeting and the agenda has been announced when the meeting is called.
3. All meetings will be held on the WCSU campus unless otherwise specified. All meetings are open to the public.

4. A Recording Secretary shall be appointed on a rotating basis from the board members at each meeting to keep the official minutes. The Chair will archive minutes and make them available to anyone upon request.

Article IX—Amendments

1. Bylaws may be amended by 5 votes of the Governing Board members present at any meeting, provided that written notice of the meeting, containing a copy of the proposed amendment, is given at least 15 days prior to all members.

2. Amended Bylaws must be approved by the University Senate.
RESOLUTION

concerning

THE JANE GOODALL CENTER FOR EXCELLENCE
IN ENVIRONMENTAL STUDIES

at

WESTERN CONNECTICUT STATE UNIVERSITY

April 7, 1995

WHEREAS, Western Connecticut State University has established a working relationship with the Jane Goodall Institute, and

WHEREAS, An affiliation between Western Connecticut State University and the Jane Goodall Institute would be mutually beneficial to The Jane Goodall Institute, students and faculty at Western Connecticut State University, and

WHEREAS, The Jane Goodall Institute is dedicated to teaching the young to observe and understand the world around them while becoming actively involved in environmental and humanitarian issues, and

WHEREAS, Western Connecticut State University faculty and students will have the opportunity to work with the Jane Goodall Institute promoting environmental studies, research, and conservation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University endorses the attached letter of agreement between Western Connecticut State University and The Jane Goodall Institute and welcomes The Jane Goodall Institute to the University community.
The Jane Goodall Center
for Excellence in Environmental Studies
at
Western Connecticut State University
Danbury, CT

Letter of Agreement

Western Connecticut State University (WCSU) and The Jane Goodall Institute (JGI) are pleased to enter into this affiliation to foster environmental studies and education.

Western Connecticut State University would provide:

1. An on-campus office from which JGI staff would work to develop this program and related materials in consultation with Western Connecticut State University faculty and students.

2. Other facilities as needed for the purpose of accommodating Dr. Goodall’s appearances in connection with the Center’s activities.

3. Collaboration with The Jane Goodall Institute to raise funds from area businesses, individuals and foundations to support the programs.

The Jane Goodall Institute would provide:

1. The services of a full-time Director of the Center.

2. An appearance by Dr. Jane Goodall at least once each semester to meet informally with participating faculty and students.

3. An appearance by Dr. Jane Goodall at least once each semester to deliver a public lecture, ticket proceeds from which would be set aside by JGI to fund joint WCSU/JGI programs.

4. Collaboration with Western Connecticut State University to raise additional funds from area businesses, individuals and foundations to support the programs.
Additional goals include the development of teacher training workshops for continuing education credit, and the organization and implementation of environmental education seminars.

All academic publications will make reference to JGI, WCSU and any/all contributions by WCSU students and/or faculty, as well as to financial sponsors of the Center. The Jane Goodall Institute would retain the copyrights to published materials.

Under the auspices of the appropriate university department(s) The Jane Goodall Student Assistantship Awards will be established. Two student assistantships will be awarded per semester during the first two years of the JGI/WCSU association subject to available funds. These assistantships will be reviewed by both JGI and WCSU at the end of two years.

Dr. Jane Goodall 7-2-95
The Jane Goodall Institute

Dr. James R. Roach 2-7-95
Western Connecticut State Univ.
Letter of Agreement between Western Connecticut State University and the Jane Goodall Institute

Whereas the Jane Goodall Center for Excellence in Environmental Studies was created at WCSU and the Jane Goodall Institute, by Resolution, on April 7, 1995, we offer an updated Letter of Agreement to supersede BR#95-43.

Mission: To promote global peace and compassion for all living things on this planet.

We follow the core values of the Jane Goodall Institute:

- We strive to respect, nourish and protect all living things; people, animals and the environment are all interconnected;
- We believe that knowledge leads to understanding, and that understanding will encourage us to take action;
- We believe that every individual has the ability to make a positive difference;
- We believe that flexibility and open-mindedness are essential to enable us to respond to a changing world;
- We require integrity and compassion in all that we do and say.

The Jane Goodall Center for Excellence in Environmental Studies at Western Connecticut State University will:

1. Spread awareness of global, national and local environmental and humanitarian concerns to the community through public programming and university classes.
2. Sponsor visits by well-known speakers to shine a spotlight on these problems and teach us ways to solve them.
3. Collaborate with Roots & Shoots club members on fundraising for charities, special events and symposia.
4. Operate an on-campus office from which WCSU JGC faculty, staff and students would work to develop the Center's programs and related materials in consultation with JGI Staff.
5. Support and promote Roots & Shoots participation and training for all staff and faculty.
6. Become a model for the Jane Goodall Institute for how a university can further the work of Dr. Goodall while actively incorporating the Roots & Shoots program on campus.
7. Secure grant funding for the many educational programs, speakers and classes that promote the mission of the Jane Goodall Center for Environmental Excellence at WCSU.
8. Support and promote the mission of JGI by participating in social media promotions of mission-related campaigns and, as student interest permits, peer-to-peer fundraising to support Roots & Shoots programs across the globe.

9. Provide facilities as needed, for the purposes of accommodating Dr. Goodall's visits and the periodic visits of other JGI staffers in connection with our Center and/or Roots & Shoots activities.

10. Create a community outreach speakers' bureau of those from our committee and community network who are available, to local schools and organizations, to speak about environmental and humanitarian issues that relate to their own expertise and experience.

The Jane Goodall Institute would provide:

1. Permission to use the name “Jane Goodall Center for Excellence in Environmental Studies” on all materials related to the Center.
2. Consultation on our programs, projects, events and classes;
3. Access to the Roots & Shoots curriculum and online course;
4. Training in community mapping by JGI staff or National Youth Leadership Council members;
5. Support from JGI staff for campaigns undertaken by students to support Roots & Shoots global programming;
6. Collaboration on mutually beneficial programs, projects, events and classes;
7. Periodic visits, as needed, by Jane Goodall senior staff to support the above;
8. Periodic engagement of Jane Goodall, when her schedule allows, in person, via video or via written communication.

This agreement may be revised only with the signature of the parties of both Western Connecticut State University and the Jane Goodall Institute.

James W. Schmotter, President, WCSU Date

Mary Humphrey, CEO Date

Jané Gates, Provost, WCSU Date