

Staff Council Membership & Rules Annual Report 2015-2016

August 2015 - April 2016

The Membership and Rules Committee is a permanent Staff Council committee, established on Sept. 1, 2013. The committee shall have the following responsibilities:

Review and maintain the Bylaws and Constitution to reflect the needs of the body.

ACCOMPLISHMENTS - Rules; Bylaws Reviewed & Updated

- Reviewed in-depth Bylaws Sections 6, 7, 8, 9, & 10 (and created 11)
- Generated motions to update bylaws. (1 - Sections 6 & 7, 1 - Section 8, 1 - Sections 9 & 10, 11)
- Completed 2 year review of all Bylaws for consistency and updates. Next Bylaw review will include comparisons/consistency with other UA governance groups and more in-depth analysis of the workings of the bylaws. Constitution was also reviewed in year 1, but changes are still waiting on Statewide language updates.

Review unit compositions and generate and/or accept petitions for unit compositions changes as required.

ACCOMPLISHMENTS - Unit Reviews

- Began process for reviewing units - M&R worked with unit reps on reviews of Units 7 and 9 in response to request; created motion to combine all USA Departments into Unit 7.
- In response to request, M&R reviewed and wrote motion to move Computer Science into Unit 3.
- Going through the process for the 2 requested unit reviews has helped crystallize the process we should take in future for reviews; including reps from affected units in the work is essential. The SC Secretary notified M&R of the review and updates she is planning for the SC Unit Composition document; she will update before we begin our overall review/restructure of units. The M&R Committee acknowledged it will always be a moving target as departments are frequently restructured at UAF, so it would be useless to wait until things are “done” before beginning units review work.

Responsible for parliamentary procedure of the Staff Council meetings.

ACCOMPLISHMENTS - Parliamentary Procedure

- Were available for questions; confirmed proper application of Bylaws when requested.

ACCOMPLISHMENTS - Membership

- Built and implemented a Staff Council Representative “Roles, Responsibilities and Expectations” document as a service to new members; premiered at 2016 new members orientation 2/8/16 where it was well-received.
- Created monthly SC meeting summaries as a service to members; reps could customize the summaries as desired and forward to their units. Part of the goal was to help spread knowledge of Staff Council to increase membership and participation in future.

ACCOMPLISHMENTS - M&R Committee

- At the request of Executive Board M&R reviewed issues relating to a member changing units during a term; held conversations, did fact-finding including a survey of all SC Reps to garner ideas and direction. M&R created Motion successfully adopted by Staff Council to update Bylaws wording for future.
- M&R worked with Elections committee and considered Election Bylaws in regards to a tie. This work will continue with the M&R and the Elections Committee. Consensus was that there should be a run-off vote of all staff in the unit, with a 1 week limit for votes.

FUTURE - M&R Committee

- The committee plans to take on a discussion and definition of the role of an At-large rep, and develop an RR&E document specific to this role (Roles, Responsibilities & Expectations.)

Our Amazing Committee Members This Year: Jessica MacCallum, Samara Taber (former), Aly Englert (former), Mathew Mund, Brad Krick, Amanda Wall, Melissa Parks, Trish Winners (Chair)

Where M&R Spells Fun!