# Proposed Amendments to Texas State University Staff Council Bylaws | November 14, 2023

## The first amendment pertains to Article IV, Section B, Item 1 and 2b. Updating the number of elected positions to 29 (item 1) to reflect the addition of an earmarked position for a Round Rock employee (item 2b) to ensure appropriate representation beginning fall 2024 (per Article IV, Section B.2.b).

1. Staff Council shall consist of up to ~~28~~ 29 elected positions based on proportional representation in the following EEO job categories:
   1. associate or assistant director~~, from the~~ (officials and administrators) ~~category~~;
   2. professional;
   3. secretarial/clerical;
   4. service;
   5. skilled worker; and
   6. technical/paraprofessional.
2. Proportional representation
   1. Proportional representation in each EEO job category shall be determined by the elections committee based on staff employment data received in the spring semester.
   2. One position, regardless of EEO job category shall be earmarked for an employee based at the Round Rock campus.

## The second amendment pertains to Article IV, Section B, Item 2c and Article V, Section A, Item 2.b. Updating the number of positions from each EEO job category from two to one due to the ongoing difficulties in receiving enough nominations to fill two positions per category.

2. Proportional representation

* 1. When determining proportional representation, each EEO job category shall have a minimum of ~~two~~ one position~~s~~.

2. Elections

b. Elected officers shall represent at least ~~two (2)~~ one (1) of the EEO job categories listed in Article IV, Section B.

## The third amendment pertains to Article V, Section A, Item 1. Removing the staggered election terms as it is problematic due to the remaining years of service by the staff council members.

1. Terms
   1. Officers shall serve two-year terms beginning at the September meeting and ending after the September Executive Committee meeting, pursuant to Section C.1.d. of this Article. Positions up for election at the September meeting may include any of the following as vacancies dictate: Chair, Vice-Chair, Treasurer, Secretary, Parliamentarian, Member-at-Large for Logistics, and Member-at-Large for Events.
      1. ~~Chair, Secretary, Parliamentarian, and Member-at-Large for Logistics are elected at the September meeting in even numbered years.~~
      2. ~~Vice Chair, Treasurer, and Member-at-Large for Events are elected at the September meeting in off numbered years.~~

## The fourth amendment pertains to Article V, Section B, Item 10. Removing this item to reflect the current practices of Staff Council. The executive council recommended discontinuing the recording of meetings in spring 2023 due to issues related to the recordings needing to include closed captioning to be ADA accessible. This is not feasible due to the additional workload it would create. The only purpose of the original recordings was the capturing of minutes with no intention to post them online.

~~10. Staff Council meetings are recorded. Guest Speakers and associated Q&As may be posted to the Staff Council website. All other recorded portions of the meeting are used to ensure accuracy of transcript data for meeting minutes purposes.~~

## The fifth amendment pertains to Article VI, Section B, Item 1 and 2. Updating the timeframe that regular elections occur to encompass a range rather than specific months (item 1) to accommodate the varied full-time job responsibilities of the chair and members of the nominations committee. Updating the second election type, special election, to reflect the verbiage used in the article and section that describes the details of this type of election (item 2).

B. There are two types of elections for members:

1. Regular election for vacant Staff Council positions for the next service year will occur between the late spring and first summer terms. ~~will be held during May (nominations) and June (voting).~~

2. Special election ~~In~~ in the event of a resignation or removal of an elected officer, an election will be held ~~at the next regular Staff Council meeting~~ in accordance with Article IV, Section E.

## The sixth amendment pertains to Article VII, Section A, Item 3. Updating the initial reviewing body to the Council Effectiveness committee who is responsible for the review and assessment of the council bylaws and operating procedures.

1. Proposal of Amendments
2. The Council Effectiveness committee ~~executive council~~ shall review the proposed amendment(s) and recommend course of action by Staff Council at its next regular meeting.

## The seventh amendment pertains to Article VIII, Section A. Updating the positions who may serve as account manager for Staff Council due to circumstances related to the elected member’s full-time job responsibilities and security model of SAP to ensure there is no conflicts.

1. The university shall establish an operating budget sufficient to meet the needs of the Staff Council. The chair or co-chair of the Staff Council will be the account manager. In special circumstances, another member of the executive council may be required to serve as the account manager.

## The eighth amendment pertains to a new article, Article IX, Parliamentary Authority. Addition of this article ensures that the chair has the option to invoke Robert’s Rules of Order when appropriate and strengthens the reference to Robers’s Rules of Order in Article VI that is used when amending the bylaws.

Robert’s Rules of Order may be invoked by the chair as needed. The chair has the discretion to conduct meetings in a less formal manner.

Submitted for Approval:

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Brandi Martinez, Chair

Date: December 13, 2023

Approved:

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Kelly Damphousse, President

Date: