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University of North Georgia Staff Council Bylaws

ARTICLE I: NAME

referred to as Staff Council or Council.

ARTICLE II: PURPOSE

Staff Council supports and facilitates the mission of the University of North Georgia as the leadership institution of Georgia. The Council will act in an advisory role to the University President and will act on behalf of the staff of the University as a voice to the administration regarding policy decisions that impact staff. The Staff Council will not establish policy, nor will it serve as a substitute for the formal grievance procedure of the University of North Georgia.

ARTICLE III: MEMBERSHIP & ELECTIONS

Section I: Membership

- i. Any UNG staff employee, including ROTC staff, will be eligible for membership.
- ii. If a vacancy in a representative post should occur through termination of employment, resignation from the Council, change of employment status, or move to a different campus (with the exception of the Chair and Treasurer), the position will be filled by the campus alternate within 30 days of the campus, that member shall become a full representative of the new campus for the remainder of their term. In the event that no additional alternates are available, a special

atuity restrictions) and ensure funds

The Staff Member of the Month shall be awarded on the Dahlonega and Gainesville campuses (1 each), while the Staff Member of the Quarter shall be awarded on the Blue Ridge, Cumming, and Oconee campuses (1 each).

The Staff Awards Committee shall be comprised of members of the staff body. The Chair is appointed by the Staff Council Chair from elected members. Additional staff members (both elected and non-elected) will be invited to join the committee to complete the minimum membership requirement of seven (7). There will be at least one member from each campus. Members of the Staff Awards Committee are not eligible for nomination for either Staff Member of the Month/Quarter. Staff Council members not serving on the Staff Awards Committee are eligible for the Staff Member of the Month/Quarter Award.

All full-time UNG staff are eligible to receive a Staff Member of the Month/Quarter award if nominated. Non-UNG staff, working as full

The voting power is limited to Council members. Voting on all matters shall be by voice vote unless the Council Chair rules otherwise or unless any member present shall request vote by secret ballot on a particular matter. Voting by proxy shall not be allowed.

ARTICLE IX: AMENDMENTS

These bylaws may be amended by a 2/3 majority vote of the Staff Council. Any proposed amendments will be distributed to the staff electronically via the PR committee or Executive Committee at least ten (10) business days prior to a Staff Council vote. Any objections/recommendations for change must be submitted in writing to the Staff Council Chair at least three (3) business days prior to the next scheduled Staff Council meeting. The Chair shall distribute the objections/recommendations to all staff council members at least one (1) business day prior to the next scheduled Staff Council meeting.