

Motion to amend the University Handbook, Chapter 2, to create a Staff Senate.

Offered by the Task Force on Staff Governance, February 12, 2008.

Whereas, the Pacific University Staff at a general meeting on October 23, 2007 unanimously approved a proposal to form a Staff Senate to replace the current governance structure which includes the Managers Council and the Staff Steering Committee, and

Whereas, the University Council at its regular meeting on December 4, 2007, approved the formation of a Staff Senate and directed the Task Force on Staff Governance to develop language for the University Handbook to enable the formation of a Staff Senate;

Therefore, be it resolved that the University Council and the Faculty Senate approve the proposed changes to the relevant sections of Chapter 2 of the University Handbook as noted in the following pages.

Chapter 2: The Pacific University Governance System

2.1: Overview of Governance System

2.1.1 Objectives

2.1.2 Major Elements of the Governance System

The main elements of the governance system are the following:

1. The President of the University and other administrative officers
2. University Faculty
3. Faculty Senate
4. University Council
5. ASPU, Undergraduate Community Council, Professional Students' Council, **and** Alumni Council, ~~and staff organizations~~
- 6. Staff Senate**
7. University Standing Committees, as described in Section 2.4
8. University Judicial System, as described in Sections 2.12 and 2.13
9. Ad hoc committees and individual assignments established from time to time by the responsible governance unit or the Board of Trustees. (As the term is used in this governance system, the Board of Trustees and its committees are not themselves "governance units.")

2.3 University Council ~~and~~, Faculty Senate, and Staff Senate

The University Council ~~and~~, the Faculty Senate, **and the Staff Senate** are the principal deliberative bodies for faculty and staff involvement in campus governance. As detailed in 2.1.4, the ultimate policy-making authority of the University lies with the Board of Trustees. Within this framework, however, all policy decisions delegated by the Board of Trustees to the University Council and the Faculty Senate are divided into four categories.

- 1) Non-academic "minor" issues that are handled exclusively within the University Council ~~without review by the Faculty Senate.~~
- 2) Academic affairs such as, but not limited to, curriculum issues, faculty research issues, and faculty personnel issues and procedures covered in Chapter 4 of the University Handbook, including criteria for promotion and tenure, that are decided by the Faculty Senate.
- 3) Non-academic "major" issues, after review and recommendation by the Staff Senate, are reviewed and decided initially by the University Council, ~~but These issues~~ are then passed to the Faculty Senate where proposals are reviewed, subjected to possible amendment, and then given a final vote.
- 4) Issues with both substantial academic and non-academic components. In these cases, the academic components are voted on first by the Faculty Senate, then are sent to the University Council for deliberation and vote on non-academic components **after review and recommendation by the Staff Senate**. The full proposal is then returned to the Faculty Senate for final review,

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possible amendment, and final vote on the full proposal, including both its academic and non-academic components. (For the special cases of new programs, as well as reduction or termination of existing programs, the procedures in Chapter 7, sections 7.3 and 7.5, would apply.)

The intent of this division of responsibility is to ensure that the Faculty Senate has exclusive control over academic policy matters. The University Council functions as the deliberative body for non-academic policy. The faculty via the Faculty Senate (or the full University faculty if a decision is appealed to the full faculty) functions as the deliberative body on all major policy decisions. All decisions taken by either the University Council or the Faculty Senate are sent to the President of the University for approval. In cases when the President rejects a policy approved by the Faculty Senate or wishes to go forward with a policy rejected by the Faculty Senate, the President may make a contrary recommendation to the Board of Trustees.

The University Council and the Faculty Senate determine on their own what issues fall into the category of solely "academic" or solely "non-academic" questions. However, either body may challenge such determinations by the other body by stating in writing why a given issue should be regarded as having both "academic" and "non-academic" components. In the event of such a challenge, the policy in question will automatically be placed in category 4) of "issues with both substantial academic and non-academic components" and follow the procedures indicated for that category. Any residual disagreements about how to categorize a particular question will be resolved through consultation between the Chair of the University Council and the Chair of the Faculty Senate.

For proposals that have been received by the University Council and determined to represent potential major changes in policy, the Staff Senate shall review and deliberate the issue and forward its recommendation to the University Council before the next meeting of the Council and before the matter is forwarded to the Faculty Senate.

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In their deliberations on policies in their respective areas of responsibility, the University Council, the Staff Senate, and the Faculty Senate will keep each other informed about their deliberations and consult with each other when appropriate. This relationship will include, at a minimum, the following forms of communication and interaction:

- 1) Information and consultation. Even when the University Council or the Faculty Senate has primary responsibility for a policy, the other bodies, **including the Staff Senate**, will be formally informed when an issue is placed on the formal agenda and when it is scheduled for final decision. ~~It~~ **They** will also be provided with the basic data and documents being used in the policy deliberations. Within 15 days or at its next regularly scheduled meeting (whichever comes later), the University Council or the Faculty Senate may request that the other body engage in formal consultation about the agenda item. This request will be in writing and include a brief rationale for the request.
- 2) Decisions and reconsiderations. After taking a deciding vote on any agenda item, the decision of either the University Council or the Faculty Senate will be formally sent to

the other body and forwarded to the University President for review. Within 15 days or at its next regularly scheduled meeting (whichever comes later), the University Council or Faculty Senate may request in writing that the other body reconsider its decision to address a specific list of concerns. The body asked to reconsider its decision is required to discuss the concerns raised and take a new and final vote on the proposal, inform the other body of its decision, and transmit the decision to the University President.

2.4: University Council

2.4.1 Additional Functions

2.4.2 Membership: Twenty-five (25)

The membership will consist of administrators, faculty, students, staff and alumni to ensure meaningful input and availability of information from the major University groups:

1. The President. (non-voting)
2. Provost. (serves as Chair of the Council)
3. Vice President for Finance and Administration, Vice President for University Relations and the Vice President for Student Affairs and Dean of Students. (non-voting) (3)
4. Academic Deans from the Colleges of Arts and Sciences, Education, Health Professions and Optometry (4)
5. Dean of Students.
6. Chairperson of the University Faculty. (serves as Vice-Chair of the Council)
7. Chair-elect of the University Faculty.
8. Chairperson of the ~~University Staff~~ **Staff Senate**.
9. Two faculty elected by the College of Optometry to include the Chairperson of that faculty. (two-year overlapping terms recommended)
10. Two faculty elected by the College of Arts and Sciences to include the Chairperson of that faculty. (two-year overlapping terms recommended)
11. Two faculty elected by the College of Education to include the Chairperson of the faculty. (two-year overlapping terms recommended)
12. Two faculty elected by the College of Health Professions to include the Chairperson of the faculty. (two-year overlapping terms recommended)
13. Student Body President, College of Arts and Sciences.
14. Chair, Professional Student Council.
15. President of the Alumni Council or their designee.
16. **Vice** Chairperson of the ~~Managers' Council~~ **Staff Senate**.

2.4.3 Chairperson and Vice Chairperson of the University Council

2.5: University Standing Committees

2.5.1 University Personnel Committee

2.5.2 Admissions and Financial Aid Committee

2.5.3 Curriculum and Standards Committee

2.5.4 Health and Safety Advisory Committee

The Health and Safety Advisory Committee is established to comply with the requirements of OAR 437-01-765 and federal OSHA guidelines. The committee is charged with the responsibility of developing, recommending for implementation, and coordinating health and safety activities in the campus community.

1. Membership: Twelve (12)
 1. A representative designated from Facilities Management
 2. A representative designated from the College of Arts and Sciences faculty
 3. A representative designated from the Professional Colleges faculty
 4. A representative designated from Human Resources
 5. A representative from the Staff ~~Steering Committee~~ **Senate**
 6. The Director of Property and Auxiliary Services
 7. The Health and Safety Manager
 8. A representative from Campus Public Safety
 9. The Chemical Stockroom Manager/Hazardous Materials Manager
 10. A representative from the Student Health Center
 11. A representative from Student Life
 12. A student representative
 13. In compliance with government regulations, volunteers from the campus community will be added to the committee with the permission of their supervisors
2. Term of Office:

Representatives of the academic programs, Staff ~~Steering Committee~~ **Senate**, Facilities, and Human Resources shall serve two year terms. Persons may serve more than one term.

2.5.5 University Honors and Awards Committee

2.5.6 University Standards and Appeals Board

2.5.7 Budget Advisory Committee

- a. Purpose
- b. Functions
- c. Membership: Eleven (11)

Members include:

1. Vice President for Finance and Administration
2. Provost/Vice President for Academic Affairs
3. Five faculty members, with three-year staggered terms, with three from the professional programs and two from the College of Arts and Sciences
4. Two students, with one-year terms, with one from the professional programs and one from the College of Arts and Sciences
5. Two staff members, with three-year staggered terms, ~~one nominated by the Staff Steering Committee and one by the Manager's Council~~ **one elected by the Staff Senate.**

Chair. The committee shall elect its chair from the committee's faculty and staff members. Because the committee's purpose is to provide a voice in the budget process outside of the administration, an administrator may not chair the Budget Advisory Committee.

2.5.8 University Benefits and Compensation Committee

1. a. Functions:
2. Term of Office:
Representatives serve three year staggered terms. Persons may serve more than one term. The chair will be selected by the committee from those that will return the following year, and will serve one year.
3. Membership: Twelve(12)
 1. Five faculty:
 1. two from the College of Arts and Sciences
 2. one each from the Colleges of Education, Optometry, and Health Professions
 2. Five staff members **elected by the Staff Senate.**
 - ~~1. three from the Staff Steering Committee~~
 - ~~2. two from the Managers' Council~~
 3. Director of Human Resources, *ex-officio*
 4. Vice President for Finance and Administration, *ex-officio*

2.5.9 Undergraduate Community Council

2.5.10 Professional Student Council

2.5.11 University Technology Committee

1. Functions
2. Membership: Nine (9)
The committee will consist of five faculty members, two staff members, one student

member, and one at-large member. The Chief Information Officer will also sit on the committee ex-officio. Faculty will be selected by each of the following bodies: two from the College of Arts and Sciences, one from the College of Optometry, one from the College of Education, one from the College of Health Professions. ~~One staff member will be selected by the Managers' Council and one by the Staff Steering Committee.~~ **Staff representatives will be selected by the Staff Senate.** The student member will be selected by the Associated Students of Pacific University. The at-large member will be selected by the Provost. The Chair and Secretary of the committee will be elected by the committee and will serve two-year terms.

3. Term of office:

Faculty and Staff members will serve three year overlapping terms. The student member will serve a one year term.

2.5.12 Institutional Review Board

2.6: Faculty Organization

2.7: Student Organizations

2.8: Staff ~~Organization~~ Senate

2.8.1 Functions

Staff employees are defined as being all employees other than faculty and administrators, including such designations as staff personnel, administrative staff, maintenance staff, secretarial staff, etc. Descriptions of staff responsibilities, working procedures, and benefits are to be found in the Staff Handbook.

The purpose of staff governance shall be to provide a forum for examination of common concerns and issues related to quality of life relative to the campus community. In fulfilling this purpose, a Staff Senate shall accept and share responsibility with the administration, faculty and students in all efforts to attain the stated vision of the University (tradition, transition, transformation).

It shall consider and recommend action on existing and proposed policies and procedures affecting staff, as well as any other matters related to the interests of the University, the campus community, and other stakeholders.

It shall promote and maintain effective channels of communication among staff, faculty, students, the administration, the Board of Trustees, and other stakeholders.

It shall develop and implement other goals and activities as determined by the Staff Senate to be consistent with its overall purpose and the mission of the University.

The Staff Senate shall uphold and advance the University's commitment to equal opportunity and appreciation of diversity in all its policies, procedures, decisions, appointments, and other actions.

2.8.2 Name

The name of the staff organization shall be the Pacific University Staff Senate, hereinafter referred to as the Staff Senate.

2.8.3 Mission of the Staff Senate

The Staff Senate serves as the official representative body of the University staff community by actively participating in campus governance. The Staff Senate shall foster a spirit of unity and cooperation, providing representation of non-faculty personnel in coordination with the Faculty and Student governing bodies. The Staff Senate shall also provide a forum for the exchange of information between members of the staff, administration, faculty, and students.

The Staff Senate shall contribute to the advancement of the University's mission and vision by supporting the educational environment of the institution.

2.8.4 Membership

Elected Staff Senate positions are open to all benefit-eligible staff who have been employed by the University for a minimum of one year.

2.8.5 Structure

The Staff Senate shall include an Executive Council elected from the Staff Senate membership at large. The Executive Council shall consist of the Chair, the Vice Chair, Secretary/Treasurer, the Chair of the Community-Building Committee, the Chair of the Governance Committee, and the Immediate Past Chair of the Staff Senate, *ex officio*.

2.8.6: Amendments

Proposals to amend the operating policies and procedures of the Staff Senate may be forwarded by a formal motion supported by a majority (one over 50%) of Staff Senate voting members.

Proposals for amendments must be announced to the University Staff at least 10 working days before the issue comes up for a vote of the Senate. Proposals must be added to the Staff Senate meeting agenda according to standard procedure.

Proposed amendments shall require approval of two-thirds (2/3) vote of a quorum at a regularly scheduled Senate meeting, and are subject to approval by the University Council. Staff-at-Large (all employees classified as staff of the University) may vote for or against amendments to the operating policies and procedures of the Staff Senate.

2.8.7 Election of Senators and Officers

Senators are elected members of the eligible Staff-at-Large and serve a two (2) year term. All staff may vote for Senators. Each Senator is responsible for representing the entire community. Any staff member can forward a name to the Nominating Committee or self-nominate to be included in the process. Nomination forms will be distributed in both hard-copy and electronic form (based on specified preferences of individual staff members), and posted electronically on the Staff Senate website by the end of January of each year. The Nominating Committee will contact all nominees to confirm intent to serve. An election by ballot will be held annually during the last full week of February (opens 9 a.m. Monday and closes 5 p.m. Friday).

Election of officers who will serve on the Executive Council will be held at the March Staff Senate meeting annually. New officers will assume their responsibilities on July 1st. All new and existing Senators (who will serve under the incoming Executive Council) will vote for new officers.

If a vacancy in the Executive Council should occur, the Executive Council shall have the authority to appoint a Senator to serve in the vacant seat. The appointment shall be affirmed by vote of the full Staff Senate at the next regular meeting.

If a vacancy in the Staff Senate should occur, the Senator's position shall be filled by a replacement. A special election will be held within 30 days to fill the vacancy. Special elections will follow the same process as a regular election.

2.8.8 Terms of Office

The term of office for Senators is two consecutive years. No member may serve more than two full terms (4 years) consecutively. Any Senator serving two full terms can be re-elected after a one-year hiatus from the Senate.

The terms of the first-elected Senators shall be staggered in such manner that the terms of one-third (1/3) of the Senators will serve only one year; two-thirds (2/3) will serve for two years.

The term of office for Executive Council positions is one year. Any current Senator may be elected to a Council position. The Senate shall elect Executive Council positions annually. Any current Executive Council member can be re-elected into the same or another Council position during active terms.

2.8.9 Duties

A. Executive Council

1. Receives requests for consideration on the Staff Senate agenda from any Staff Senate committee, representative, any individual staff community member, or faculty, student or administrative governing bodies.

2. Refers all requests for Staff Senate action to the appropriate committees for review or action.
3. A special session may be convened to act on matters of immediate and general interest to the University which cannot wait for action by the Senate in regular session. Actions of this special meeting shall be reported to the full Senate at its next meeting and shall be subject to ratification by a majority vote of the Senate.
4. Proposes ad hoc committees within the Senate as needed and to recommend membership of those committees.
5. Monitors the work of all Senate committees to ensure completion of assignments and prevent any duplication of effort.
6. Prepares meeting agenda for secretary to distribute to the Staff Senate members seven days prior to the next regular meeting.

B. Officers

1. Chair:

- Presides at all regular and special meetings
- Presides over the Senate Executive Council
- Ensures adherence to Senate regulations and policies
- Calls special meetings
- Authorizes disbursement of funds
- Meets monthly with the University President and Provost
- Meets on alternating months with Faculty Senate Chair and leadership of Student Government(s)
- Serves on the University Council
- Seeks active and routine liaison with President's Cabinet representative

2. Vice Chair:

- Presides in the absence of the Chair
- Fulfills any term vacated by the Chair
- Chairs the Staff Professional Development Committee
- Secures/reserves meeting spaces for Senate operations
- Serves on ad-hoc Senate committees as assigned
- Meets monthly with the University President and Provost
- Serves on the University Council

3. Secretary/Treasurer:

- Prepares minutes of all Staff Senate meetings and Executive Council meetings
- Ensures posting of minutes on-line and keeps copy for permanent record
- Distributes electronic copies of the minutes to each member within ten days after the meeting
- Distributes electronic copies of the agenda and attachments to the Senate seven days prior to the next scheduled meeting
- Distributes electronic copies of the agenda, meeting minutes, and attachments to identified representatives of other governing bodies and other individuals as directed by the Executive Council
- Chairs the Communication Committee

- Maintains all records of the Staff Senate including fiscal records, mailing lists, makes authorized disbursements of funds
- Presents the budget to the Senate for approval
- Submits quarterly financial reports of expenditures to the Staff Senate

C. Senators

- Senators are responsible for the flow of information, feedback and ideas, working as a cohesive and collective voice within the Staff Senate. They must remain open to all staff comments and recommendations. They will strive to facilitate improvements to the working environment of the staff. As a Senator, one will support the decisions of the full Staff Senate.
- A minimum of seventeen (17) Senators will be maintained at all times.
- Attendance at all meetings is required for a Staff Senator. A Senator may be excused from attendance by contacting the Executive Council Secretary. A Staff Senator who has two (2) unexcused absences shall be automatically removed from office and notified in writing.
- Each Senator is required to sit on one (1) standing Staff Senate Committee or to serve as a Staff Senate Representative to an external University Committee. Senators must communicate matters of staff concern to said Committee and forward, as a group or individually, the discussions and actions taken at Committee level, to the Executive Council.
- No opinions expressed, votes cast, or activities undertaken by any member of the Senate in his or her official capacity as a Senator shall ever be used against any staff member in any personnel proceeding.

2.8.10 Minor and major policy issues

The Staff Senate operates under the ultimate policy-making authority of the Pacific University Board of Trustees as described in section 2.1.4 of this handbook. It is further recognized that the primary delegation of authority by the Board within the university is to the University President and the University Faculty who have a preeminent role on matters pertaining to academic standards, curriculum, and methods of instruction. While the Staff Senate does not hold policy-making authority in these areas, it does have a responsibility to consider agenda items and forward formal recommendations regarding the potential impact of decision- and policy-making on the full university community. By carrying out this responsibility, the Staff Senate offers the unique and informed perspective of its constituencies that should be included in deliberations by the ultimate policy-making bodies. Therefore, the Staff Senate will forward its recommendations to the University Council on both minor and major policy issues consistent with the definitions in Section 2.3 of this handbook.

2.8.11 Meetings of the Staff Senate

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To enable the Staff Senate to carry out its responsibilities and an efficient and effective manner, administrative support, physical office space, and equipment shall be provided by the University.

The Staff Senate shall hold one regularly scheduled meeting each month at such time as specified by the membership of the Senate. Satellite campuses will be included via appropriate technology. Special meetings may be called by the Executive Council or as specified in 2.8.9. Except for Executive Council sessions, all meetings of the Staff Senate shall be open to any member of the University community. A person who is not a member of the Staff Senate may not participate in discussions unless recognized by the Chair of the Senate, and does not have any voting privileges.

Student government officers (both Undergraduate and Professional Programs) shall be invited to present to the Staff Senate a minimum of one time per semester. The Staff Senate Chair shall meet with each student government annually (early in the fall semester) to notify them of the procedure for requesting items for inclusion on the Staff Senate agenda. Student government officers will be actively encouraged to communicate with the Staff Senate regarding student concerns.

A Faculty Senate representative shall be invited to attend the Staff Senate a minimum of one time per semester. The Staff Senate Chair shall seek to meet on alternating months with the leadership of all governing bodies, at which time the shared governance leadership shall discuss university-wide developments.

A quorum at all Staff Senate meetings shall be a two-thirds (2/3) majority of the entire Senate.

Minutes of its meetings shall be made available to the Staff Senate within ten (10) days after each meeting. After any corrections and/or additions and approval at the next regular meeting, the Secretary shall post the minutes to the Staff Senate official web site. The Secretary shall disseminate meeting minutes to other governing bodies and individuals as identified by the Executive Council.

2.8.12 Agendas for meetings of the Staff Senate

Meetings of the Staff Senate shall have an agenda that includes the time and place of the meetings, the order of business and copies of any relevant attachments. The agenda shall be posted seven (7) days prior to a regular meeting on the Staff Senate's official website. The Executive Council shall develop the agenda, prior to the full Senate meeting. However items may be added to the agenda, time permitting, at the meeting if approved by a majority of the Staff Senate representatives present. Agenda items shall be developed out of ongoing Staff Senate business, directives from the University President or President's Council, communications from other governing bodies regarding decision-making or policy-making agenda items for review, and requests from the university community.

Any staff, faculty, or student can request that an item to be placed on the agenda. The Staff Senate Executive Council shall consider these requests to determine their inclusion on or exclusion from the agenda based on the purpose of the Staff Senate, its priority of concerns, and the timeliness of items. The Executive Council reserves the right to re-route external requests for agenda items to appropriate other resources or governing bodies, as well as the right to return the request to sender with a brief explanation of why that item is not

appropriate to the Staff Senate agenda. Non-senate members may seek inclusion on the Staff Senate agenda via:

- Completion of the online agenda request form. (The form will also be made available in hard copy in the Staff Senate office).
- Contacting a current Executive Council member via email, telephone, or in person and providing their request.

2.8.13 Standing Committees of the Staff Senate

Standing Committees of the Staff Senate may include staff, faculty and/or students. The standing committees will include, but not be limited to:

- A. The Staff Professional Development Committee – The Vice Chair will chair this committee. This committee will assist HR in providing and preparing staff development workshops and seminars; explore opportunities for staff to build strong and productive relationships across the campus community; and assist with the following endeavors:
- Leadership Opportunities
 - Management Development Series (HR)
 - Brown Bag Forums
 - Technology Trainings
 - Potential Staff Scholarship
 - Staff Professional Development Leave Proposal submissions (forwarded to President’s Cabinet for approval)
- B. The Community Building Committee – The Community Building Committee Chair of the Executive Council will chair this committee. This committee is responsible for addressing and improving issues regarding staff morale that will assist in building a sense of community among staff, working with Senate Committees to promote staff involvement and organizing social functions. This committee will work towards fostering community spirit while conveying appreciation for all staff members and will assist with the following endeavors:
- Caring Committee (responds to staff/family medical crises, acknowledges birthdays, welcomes new employees, etc.)
 - Holiday luncheon
 - All-Staff Conference
 - Idea Committee (organizes team-building activities such as “Bowling for Turkeys,” pancake breakfast, holiday decorations)
 - Community Service/Volunteerism Clearinghouse (propose to develop a new information clearinghouse to assist staff in seeking active community participation and personal development through volunteerism and community service)
- A. The Communication Committee – The Secretary/Treasurer will chair this committee. This committee will enhance communication between the Staff Senate, the staff and the campus community by assisting with the following endeavors:

- Coordinates publications through minutes, newsletters, listserves, web pages, brochures and publications
- Promotes and markets the Staff Senate to the campus community and University staff
- Is responsible for scheduling technology support for all meetings, i.e., video conferencing, language assistance, accessibility concerns, etc.
- Assists the Council in developing an annual open forum meeting for all university staff members as an opportunity to discuss issues of concern with the Staff Senate

B. The Governance Committee – The Governance Committee Chair of the Executive Council will chair this committee. This committee will assist with the following endeavors:

- Manages the integrity of the election process for the positions of the Senators and the Executive Council
- Monitors all staff senate vacancies
- Reviews the Staff Senate Constitution/By-laws on an annual basis, recommending needed revisions and/or amendments
- Ensures that all business conducted at the Staff Senate meetings complies with the Constitution/By-laws and most recent edition of Robert’s Rules of Order unless an alternate procedure is described within the governance system
- Prepares and maintains Staff Senate organizational chart
- Maintains lists of members serving on the standing committees, university wide committees, and terms of office

E. Ad Hoc Committees

- Ad hoc committees shall be appointed by the Executive Council as needs arise, or as requested by a Standing Committee for special business under the committee’s jurisdiction. Ad hoc committees shall elect a chairperson who will be charged with presenting the issues and responding with the committee’s findings to the Senate.
- The term of an ad hoc committee shall be determined by the matter under consideration. Following the completion of its task(s), the ad hoc committee will disband.
- Ad hoc committees shall accept the tasks assigned to the group by the Executive Council; address the item in a responsible and timely manner; and make progress reports on the group’s activities to the Staff Senate, as well as a final report with/without recommendation(s).
- Membership shall include a minimum of one Senate member.

F. University Council Standing Committees

A minimum of one Senator will be appointed as representative to the standing committees as established by the University Council for staff representation:

- Budget Advisory Committee
- Benefits & Compensation Committee
- Technology Committee
- Health & Safety Committee
- New committees as developed by the University Council or University President

G. Staff-at-Large

- May attend all Staff Senate meetings, but do not have voting privileges
- May submit recommendations/concerns to a Staff Senator in a timely manner (at least 10 working days in advance) for consideration for the Staff Senate agenda
- May vote annually in February to determine Senate membership
- May attend and vote at all quarterly All-Staff meetings
- May vote for or against amendments to the Staff Senate Constitution/Bylaws
- May be appointed by the Senate as a member of a standing or ad hoc committee with the right to vote within the confines of the committee business