

KENTUCKY STATE UNIVERSITY

STAFF SENATE

CONSTITUTION



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Kentucky State University
Staff Senate CONSTITUTION

PREAMBLE	1
NAME	1
ARTICLE 1. PURPOSE	1
ARTICLE II. MEMBERSHIP AND ELIGIBILITY	1
Section 1. Authority	1
Section 2. Membership and Eligibility	1
Section 3. Representatives	1
ARTICLE III. OFFICERS	2
Section 1. Titles	2
Section 2. Eligibility	2
Section 3. Duties	2
Section 4. Term of Office	2
Section 5. Limitations	2
Section 6. Removal from Office	2
ARTICLE IV. STAFF REGENT	2
ARTICLE V. MEETINGS	3
Section 1. Regular Meetings	3
Section 2. Specially Called Senate Meetings	3
ARTICLE VI. STANDING COMMITTEES	3
ARTICLE VII. AD HOC COMMITTEES	3
ARTICLE VIII. QUORUM AND VOTING	3
Section 1. Quorum	3
Section 2. Voting	3
Section 3. Official Act	3
ARTICLE IX. PARLIAMENTARY AUTHORITY	3
Section 1. Procedures	3

Section 2.	Conflicts	4
Section 3.	Interpretation and Application	4
ARTICLE X.	AMENDMENTS AND BYLAWS	4
Section 1.	Proposal to Amend	4
Section 2.	Consideration of Amendment	4
Section 3.	Voting on Amendment	4
ARTICLE XI.	RATIFICATION	4

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PREAMBLE

WHEREAS, members of the Kentucky State University staff are desirous of creating a stronger bond among themselves and to more effectively direct, focus and utilize the talents and efforts of the membership to foster communication and cooperation between and among the staff, administration, faculty, and students; and

WHEREAS, the need arises to create a governing body possessed of responsible and responsive leadership which shall develop, promote, and administer those policies and objectives which best fulfill and address the needs, concerns, and interests of all staff; and

WHEREAS, accomplishment of the foregoing shall ideally enhance the ability of the membership to support the institution in its effort to achieve its mission;

BE IT THEREFORE RESOLVED, that there is hereby created a STAFF SENATE.

NAME

This governing body shall be known as the Kentucky State University Staff, herein referred , to as the Senate.

ARTICLE I: PURPOSE

The Kentucky State University Staff SENATE shall be the official representative organization of staff. The Senate shall be responsible for eliciting from the staff and expressing to the President, opinions, suggestions, and recommendations regarding University policies, procedures, and documents affecting staff.

ARTICLE II: MEMBERSHIP AND ELIGIBILITY

Section 1: Authority

The powers of the SENATE emanate from the Board of Regents.

Section 2: Membership and Eligibility

All full-time staff members off probation can participate in the Staff SENATE except those persons excluded in the Bylaws (Article II, Section 1). Verification of eligibility of full-time staff shall be made by the Director of Personnel.

Section 3: Representatives

The SENATE shall consist of representatives elected from their respective units by

eligible staff members as defined in the Bylaws. The election procedures shall be defined in the Bylaws.

ARTICLE III: OFFICERS

Section 1: Titles

The Senate shall elect six officers from its membership: President, Vice-President, Secretary, Assistant Secretary, Treasurer, and Parliamentarian for a term of two years.

Section 2: Eligibility

Any member duly elected to the Senate shall be eligible for election to any office set forth in Section 1 of this Article; and only duly elected members of the Senate may nominate or cast ballots in the election of officers.

Section 3: Duties

The officers set forth in Section 1 of Article III shall perform the duties defined in the Bylaws of the Senate and other duties as are designated by the Senate.

Section 4: Term of Office

Officers of the Senate shall serve for a term of one year in the manner determined in the Bylaws. Officers shall hold office until an election to select their successors has been conducted.

Section 5: Limitations

No representative shall hold more than one office. No officer may be elected to more than two successive terms in the same office.

Section 6: Removal from Office

Any officer may be removed from office for cause, defined in the Bylaws (Article III, Section 9) by a two-thirds vote of the Senate membership.

ARTICLE IV: STAFF REGENT

A Staff Regent shall be elected by all full-time staff. The duties of the Staff Regent shall be the same as those of all other Regents.

ARTICLE V: MEETINGS

Section 1: Regular Meetings

The Senate shall hold regular monthly meetings and specially called meetings as provided in the Bylaws (Article V).

Section 2: Specially Called Senate Meetings

Specially called meetings may be requested by full-time staff, members of the Senate, or President of the Senate as defined in the Bylaws (Article V, Section 4).

ARTICLE VI: STANDING COMMITTEES

Standing committees of the Senate shall be established through and by the Bylaws (Article VI). The Senate shall nominate and recommend staff appointments to standing committees of the University.

ARTICLE VII: AD HOC COMMITTEES

Ad hoc committees of the Senate shall be established through and by the Bylaws (Article VII).

ARTICLE VIII: QUORUM and VOTING

Section 1: Quorum

The presence of fifty-one percent of the elected membership of the SENATE shall constitute a quorum for all purposes, except the voting of amendments to the Bylaws or this Constitution.

Section 2: Voting

Only elected members shall vote on petitions or proceedings before the SENATE. The President shall vote only in the event of a tie vote as in the Bylaws (Article IV, Section 4).

Section 3: Official Act

The vote of a majority at a duly-constituted quorum of the Senate shall be deemed the official act of the Senate.

ARTICLE IX: PARLIAMENTARY AUTHORITY

Section 1: Procedures

All meetings and proceedings shall be conducted in accordance with *Robert's Rules of Order*, Newly Revised.

Section 2: Conflicts

Any conflict among or between Robert's *Rules of Order*, the Constitution, and Bylaws shall be resolved in favor of the Constitution.

Section 3: Interpretation and Application

Where required, the interpretation and application of the governing procedures outline, in Section 1 of this Article shall be the responsibility of the Parliamentarian.

ARTICLE X: AMENDMENTS AND BYLAWS

Section 1: Proposal to Amend

The Senate shall have the power to enact or rescind Bylaws and to implement the provisions of the Constitution. Proposed changes in the Bylaws shall be endorsed by five or more members of the Senate and shall require approval by two-thirds of the members.

Section 2: Consideration of Amendment

Any proposed amendment to this Constitution shall be submitted by a petition signed by five (5) or more of the Councilor ten percent of the full-time staff as defined in Article II, Section 2, of this Constitution. Amendment petitions shall be submitted in writing to the Secretary no later than two weeks prior to any regular meeting.

Section 3: Voting on Amendment

Any proposed amendment of this Constitution shall be *voted* upon at a regular meeting. If the proposal receives an affirmative, two-thirds majority *vote* of those present and voting, it shall be placed on the agenda of the next regular meeting for final consideration. Amendments to the Constitution shall be adopted upon a vote of two-thirds of the total membership and shall become effective upon approval of the University President and the Kentucky State University Board of Regents.

ARTICLE XI: RATIFICATION

This constitution shall be ratified upon approval by a simple majority of the staff in a special meeting called for the purpose of ratifying this Constitution and upon approval of the University President.