

Report of the SAC Rules & Procedures Committee  
2001-02

The Rules and Procedures Committee is charged with

Preparing amendments to the Council Constitution and Bylaws  
Preparing regulations for elections and the conducting and supervising elections  
Recommending the creation or abolishment of standing and special committees  
Recommending procedures for staff participation in the government of the University.

Additionally, the Chair of the committee is responsible for maintaining an updating listing of representatives appointed/elected to SAC and serves as the parliamentarian.

During Council Year 2001-02 the committee was involved in the following actions.

Developed a change to the By Laws allowing for the removal of a standing committee chair.

Developed a change to the Constitution regarding the eligibility of SAC representatives to receive SAC sponsored awards and conducted the polling process to obtain the University Staff vote on the change.

Received, considered, and recommended course of action on the SAC Vision Statement and the change to the By Laws regarding representative term limitations.

Finally, the R&P committee conducted elections for representatives to serve from 2002-2005. Nomination forms, addressed to employees, were distributed throughout campus in late February. The SAC Listserve was used to remind staff of the nomination deadline. Once nominations were received, the ballots were prepared and distributed. Again, the ballots were individually addressed to staff members. Returned ballots were counted and the results announced.

There are a number of issues the committee could consider in the future.

Review the method of distributing ballots for the election of representatives.

Assess the need for appointing a replacement representative from the SAC Chair's division once the Chair has been elected because the Chair essentially loses the ability to represent employees of the division.

Assess the need to develop procedures for the removal of the SAC Chair.

Respectfully submitted,

The Rules & Procedures Committee:

Steve Ingham  
Billie Blackburn  
Teresa Reedy  
Jon Hunt  
Duane Hunt, Chair