



## UK President's Commission on Women Bylaws

*The President's Commission on Women exists to promote gender equity at the University of Kentucky (UK)*

### **I. Responsibilities**

1. Advise the President on issues, policies, and practices that affect women at the University of Kentucky. Examples of such issues include providing
  - A. a safe and harassment free environment,
  - B. equal pay, promotion, and representation in administrative positions, and
  - C. support of women's basic need to provide care for loved ones through child, elder, and partner health care.
2. Offer recommendations to rectify all forms of gender-related inequities, and
3. Propose initiatives to ensure that the University of Kentucky fully engages the talents of women employees and fairly meets the needs of its women students,
4. Report regularly to the President and the University community on the status of women at UK.
5. Administer selected programs that benefit women at UK.

### **II. Appointment and Membership**

#### **1. Appointments**

- A. A three-person Membership Nominating Committee will be elected by the Commission. The Membership Nominating Committee will be responsible for soliciting and reviewing all nominations, and verifying nominees' willingness and availability to serve. The Vice Chair of the Commission will preside over the Membership Nominating Committee.
- B. The Membership Nominating Committee will serve as the point of contact for nominations received throughout the year and/or from the PCW website.
- C. Nominees for membership shall come from the University community, which includes University administrators, faculty, staff, students, and alumni/ae. Individuals nominated to the Commission must have an interest in furthering the

goals and accomplishing the work of the Commission and must be available for meetings.

- D. The Membership Nominating Committee will present a slate of nominees to the Commission for approval that insures a balanced Commission membership as required by Bylaw II.1.C. A “balanced Commission membership” should include consideration of at least the following: (1) the current constitution of the Commission’s membership in terms of diversity, administrators, faculty, staff, students, and alumni/ae, and (2) the current constitution of the Commission’s membership as it relates to achieving the Commission’s Responsibilities identified in Bylaw I.
- E. The Commission will approve the slate of nominees by a quorum vote.
- F. The Chair is responsible for submitting the slate of nominees for membership on the Commission to the President for approval.
- G. There shall be an *Ex Officio* member from each of the following University organizations:
  - 1. University Senate
  - 2. Staff Senate
  - 3. Student GovernmentNominations of *Ex Officio* members shall be the responsibility of each organization. Bylaw provisions II.2. and II.3. below apply to the membership of *Ex Officio* members.

## **2. Length of Membership Appointment**

- A. Appointment to the Commission is for a three year period, with the term to begin on July 1.
- B. If a member leaves the Commission before the end of her/his term, an individual may be appointed for the remainder of the term at the discretion of the Chair, with the advice of the Commission membership.
- C. If a member leaves the Commission for a temporary period during her/his term, an individual may be appointed for the duration of that temporary period at the discretion of the Chair, with the advice of the Commission membership.

## **3. Reappointment**

- A. Individuals may serve two consecutive terms at the discretion of the University President.
- B. Individuals who serve one term may sit out one term and return for another term.
- C. Individuals replacing a member for the remainder of a term may serve two consecutive terms following the remainder term.

## **4. Voting Privileges**

Each member, including *Ex Officio* members, shall have one vote.

## **5. Quorum**

Two-thirds, or sixty-six percent, of the membership shall constitute a quorum. Note: a quorum can be obtained by electronic proxy and does not require physical presence.

## **6. Commission Decisions**

- A. A simple majority (fifty-one percent of the membership) is required for all Commission decisions, except bylaw changes when a quorum vote is required.
- B. When a decision is needed in less than 24 hours, the Chair shall have authority to render a decision. (If a decision is needed immediately, the Chair will post emergency decisions electronically to Commission members and will take feedback into account.)

## **III. Officers**

The officers of the Commission shall be a Chair and a Vice Chair

### **1. Chair**

The Chair shall preside over meetings of the Commission and shall appoint ad hoc committees necessary for the function of the Commission. The Chair will serve a two year term and can be reappointed for one additional term. The position is appointed by the University President and the salary supported by the President as negotiated.

During the fall of the Chair's terminating year, the Membership Nominating Committee is responsible for soliciting and reviewing all nominations for position of Chair. The Membership Nominating Committee shall present a slate of candidates to the Chair for recommendation to the President.

### **2. Vice-Chair**

The Vice-Chair of the Commission shall be nominated, from within, by the membership and selected by Chair. Self-nominations shall be permitted. The Nominating Committee will prepare a slate of candidates and present to the Chair for selection. The Vice-Chair shall serve in the absence of the Chair and will serve a two-year term with the possibility of reappointment for one additional term. There is no salary support with this position.

## **IV. Responsibilities of Membership**

### **A. Meetings**

The Commission will hold meetings at a time and place arranged by the Chair, usually monthly.

### **B. Attendance**

Commission members are expected to attend all meetings. Absences from Commission meetings shall be reported to the Commission staff before the Commission meeting to be missed or as soon thereafter as is practical. Three unexplained absences in an academic year will result in recommendation to the President that the member's appointment to the Commission be terminated.

### **C. Committees**

Commission members, including *Ex Officio* members, are expected to participate in Commission activities by sitting on one of the Commission sub-committees. Sub-committees are created by the Chair and formed to address the Commission's responsibilities.

### **V. Amendment of the Bylaws**

These bylaws may be amended at a regular meeting of the Commission provided that the membership has been apprised of the proposed changes at least two weeks prior to the meeting. Approval requires a quorum vote of the voting membership.

By-laws approved by membership on  
November 21, 2003  
Amended February 18, 2005  
[Amended April 20, 2007](#)