

# PR 4

Office of the President  
April 22, 2008

Members, Board of Trustees:

PROPOSED AMENDMENT TO GOVERNING REGULATION:  
THE STAFF SENATE

Recommendation: that the Board of Trustees receive the attached revision of Governing Regulation (GR) V, relating to the University of Kentucky Staff Senate, which was received for preliminary consideration as PR 9 by the Board of Trustees on March 4, 2008, for approval. The proposed revision grants the Staff Senate authority to create procedures that provide an exception to the requirement of one year of continuous employment for senator elections. The proposed revision also eliminates the Staff Senate Development Task Force, an advisory group, which no longer exists.

Background: GR V.A. requires an individual employee to have one year of continuous employment before he/she may stand for election as a senator. In order to allow representation on the Staff Senate for groups of new employees obtained through rare and unusual circumstances, the Staff Senate should be granted authority to create procedures that provide an exception to the one year of continuous employment for senator elections.

The Staff Senate Development Task Force referenced in GR V.C no longer exists and provisions relating to that advisory group should be deleted. The Development Task Force was created to assist the Staff Senate with start-up activities, such as its initial elections, and is no longer necessary to the operations of the Staff Senate.

A revised copy of GR V with recommended revisions, along with some minor editorial changes, is attached. Proposed additions are underlined; proposed deletions are lined through.

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Action taken:     Approved     Disapproved     Other \_\_\_\_\_

PART V  
THE STAFF SENATE

The University of Kentucky Staff Senate shall be the official representative body of the staff of the University. It shall strive to open lines of communication among all segments of the staff, as well as between staff, faculty, and students of the University. The Staff Senate shall also act as a mechanism to disseminate information to the staff and passing information from staff to other members of the University community.

A. Membership

The Staff Senate shall be composed of elected, appointed, and *ex officio* membership.

The Staff Senate shall consist of no more than one hundred seventy-five (175) senators. Senators shall be regular, full-time staff employees elected from and by their respective areas in accordance with the *By-Laws of the University of Kentucky Staff Senate*, unless they are at-large senators or *ex officio* members appointed in accordance with the *By-Laws of the University of Kentucky Staff Senate*.

The procedures for election of senators to the Staff Senate and its Executive Committee shall be prescribed in the *By-Laws of the University of Kentucky Staff Senate*. Staff employees eligible to vote for senators shall be regular, full-time staff employees of the University as defined in *Human Resources Policy and Procedures Administrative Regulation 4.0*. Staff employees eligible to vote shall also be eligible to stand for election as senator upon completion of one year of continuous employment by April 1. In rare and unusual circumstances, the Staff Senate is authorized to create procedures that provide an exception to the one (1) year of continuous employment for senator elections.

B. Voting

Each Senator shall have one vote. No absentee ballots or voting by proxy shall be permitted. *Ex officio* members shall be non-voting members of the Staff Senate.

C. Councils and Committees

The Staff Senate is authorized to develop bylaws for the conduct of its functions, copies of these by-laws being furnished to the President and the Board of Trustees.

Every Senator shall have reasonable release time from work to perform Senatorial duties.

The Staff Senate shall meet regularly as specified in the *By-Laws of the University of Kentucky Staff Senate*.

The Staff Senate shall have officers and standing committees as specified in the *By-Laws of the University of Kentucky Staff Senate* to facilitate the functioning of the Senate. Advisory committees will also be created as specified in the *By-Laws of the University of Kentucky Staff Senate* to provide advice to the President and the Staff Representative to the Board of Trustees. The Staff Senate shall have no management or administrative functions either in itself or through the instrumentality of its committees.

The Staff Senate is authorized to develop rules for the conduct of its functions, copies of these rules being furnished to the President and the Board of Trustees. The Staff Senate may address the President or the Board of Trustees through the Staff Trustee regarding any matter affecting staff of the University.

~~The Staff Senate Development Task Force, an advisory group convened by the current Staff Representative to the Board of Trustees, shall conduct the elections of Senators as well as all other processes necessary to facilitate the election and seating of the Staff Senate. The Chair of the Task Force shall preside at the initial meeting(s) of the Staff Senate until such time as the permanent officers are elected.~~