



# System Governance Council Constitution

*Proposed amendments January 2014*

## Article 1. Intent

It is the intent of the University of Alaska Board of Regents: 1) that the faculty, staff and students shall share in the governance of the university, 2) that shared governance is an integral part of the business of the university, and 3) that participators in shared governance are empowered by the UA Board of Regents to carry out their governance responsibilities to the best of their abilities without interference or fear of reprisal.

## Article 2. Name

The UA Board of Regents hereby establishes a mechanism for system governance consisting of faculty, staff, student, and alumni representatives, which shall be called the System Governance Council, hereinafter "Council."

## Article 3. Authority, Role

### A. Authority

The Council receives its authority by policy 03.01.01 of the University of Alaska Board of Regents, which derives its authority from the Constitution and Statutes of the State of Alaska. The Council shall carry out its functions subject to the authority of the UA Board of Regents and the UA President.

### B. Role

The Council shall provide an opportunity for the chairs and representatives of Faculty Alliance, Staff Alliance, the Coalition of Student Leaders, along with the alumni associations ~~faculty, staff, students and alumni association representatives~~ to interact with the university president, regents and others ~~regularly~~ to discuss matters concerning the overall university system, and to work closely with the executive officer in the System Governance Office in matters pertaining to System Governance and its processes. Topics may include ~~including~~, but are not limited to, the following: policies and procedures for, and participating in, the university budget process; the framing of long range plans; university development; enhancing the university's public image and educating the public; discussing topics and issues pertaining to two or more System Governance groups (Faculty Alliance, Staff Alliance and the Coalition of Student Leaders); and sharing input on the System Governance processes. The Council shall communicate the results of those discussions to the university community through Faculty Alliance, Staff Alliance and the Coalition of

Student Leaders. The Council may also coordinate matters of mutual concern to the Faculty Alliance, the Staff Alliance, the Coalition of Student Leaders, and ~~the alumni~~ the alumni associations.

## Article 4. Membership and Organization

### A. Membership

The voting membership of the Council shall consist of the Faculty Alliance, Staff Alliance and Coalition of Student Leaders' chairs, and vice chairs or a representative elected by originating body, along with the three alumni association representatives from UAA, UAF and UAS. ~~one faculty, one staff, one alumni representative and one student representative each from the University of Alaska Anchorage, the University of Alaska Fairbanks, and the University of Alaska Southeast, one staff representative from Statewide Administration Assembly, and one additional at large student representative.~~

Voting members shall communicate their governance activities to their constituencies, and to their supervisors or professors as appropriate, on a regular basis.

### B. Selection

Faculty and staff representatives to the Council shall be automatically selected ~~in such a manner as prescribed by the local governance groups~~ by their respective alliances and the student coalition according to the election process in each system governance group's constitution and bylaws. ~~Student representatives shall be selected by the Coalition of Student Leaders as prescribed in the Coalition Charter Constitution.~~ Alumni association representatives shall be selected by the board of directors of the respective alumni association as prescribed in the association's bylaws.

### C. Terms of Office

Representatives to the Council shall serve a ~~minimum of a~~ one-year term.

### D. Qualifications

Representatives to the Council must be employed by the University of Alaska, or an active student, or be a current member in a university alumni association ~~should have prior shared governance experience wherever possible~~ in addition, come from their respective alliances, the student coalition, which can include alumni association involvement, and alumni associations from UAA, UAF, UAS.

### E. Recall of Members

~~Any member may be recalled by the body by which the member was chosen~~ The body by which the member was selected may recall any member. The ~~local constituent~~ System Governance body from where the member originates shall select a replacement to complete the term of office.

### F. Ex-officio, Non-Voting Membership

Ex-officio, non-voting membership in the Council shall include the UA President, the chancellors, the System Governance executive officer, or other administrative officer, and

any other such person or persons as the UA President may designate, and such others as determined by the Council.

## **G. Official Chair**

### **1. Election**

The official chair for the Council shall be elected by and from the voting membership by a majority vote.

### **2. Duties**

The official chair for the Council shall a) preside over all meetings of the Council, b) represent the Council, and c) serve as primary Council contact to the UA President and the UA Board of Regents.

## **H. Task Forces**

The UA Board of Regents, the UA President, or the Council may establish task forces to consider complex system issues pursuant to Council responsibilities. These task forces shall, in all cases, include governance representatives appointed by the Council. These task forces are a formal part of shared governance, and as such, are subject to the Alaska Open Meeting Law per 5.C. below.

## **Article 5. Meetings**

### **A. Regular and Special Meetings**

The Council shall meet a minimum of six times per year. At least once per year, all governance group chairs shall meet with the UA President to identify system issues and plan for the coming year. Special Council meetings may be called by the UA Board of Regents, the UA President, the chair of the Council, or on petition of one-third of the membership of the Council.

### **B. Voting**

Voting shall be by simple majority of the full voting membership except for amendments to the constitutions or bylaws. Amendments to the Council constitution affecting membership rights shall require a two-thirds majority of the voting membership in accordance with Robert's Rules of Order.

### **C. Open Meetings**

All meetings of the Council are subject to the Alaska Open Meetings Law, AS 44.62.3101 and any additions or exemptions thereto, and Regents' Policy 02.06.01 and university regulations 02.06.01 through 02.06.04. This means that meetings of the Council are open to the public, agendas must be posted, and meeting records kept. Council activities shall be regularly communicated to the university community.

## **Article 6. Quorum**

A minimum of a simple majority of the voting membership shall constitute a quorum.

## **Article 7. Parliamentary Authority**

The parliamentary authority shall be the latest edition of Robert's Rules of Order.

## **Article 8. Constitutions and Bylaws, Amendments, Approval**

### **A. Constitutions and Bylaws**

The Council constitution and bylaws, once passed by the Council, shall be transmitted to the UA President for approval. Copies of Council constitutions and bylaws shall be maintained in the System Governance Office.

### **B. Amendments; Distribution Prior to Voting**

Amendments to the constitution and bylaws shall be sent to all members of the Council at least 30 days prior to the meeting at which they will be considered.

### **C. Transmittal to the UA President for Approval**

Amendments passed by the Council shall be sent to the UA President for approval.

## **Article 9. Review and Transmittal of Proposals**

### **A. Review**

Administrative proposals and issues affecting the university system or system community shall be submitted to the executive officer who shall send the items to the Council for review as appropriate. The Council shall respond to these proposals and issues within 40 days after receipt from the executive officer. ~~Those administrative proposals submitted in the summer months shall be acted upon by the council~~ The Council shall act upon those administrative proposals submitted in the summer months by October 15. Responses shall be transmitted to the executive officer for compilation and submission to the UA President. Proposals requiring immediate implementation for compliance with state or federal law shall be submitted to the Council for review, but may be implemented prior to their action.

### **B. Transmittal to the UA President**

The executive officer shall submit the original proposal, together with the majority and minority views, in writing to the UA President for information or action as appropriate.

### **C. Transmittal to the UA Board of Regents**

The chair for the Council may present Council views, including majority and minority views, in writing directly to the UA Board of Regents as a regular agenda item of the board on any issue within the purview of shared governance. The Council may also present its views to board committees as appropriate.

## **Article 10. Actions of the UA President and UA Board of Regents**

### **A. Action by the UA President**

The president of the university shall, in writing, approve, disapprove, or modify a Council,

and notify the chair and the executive officer within forty-five (45) days of receiving notification of the action by the executive officer.

#### **B. Modifications by the UA President**

The UA President may modify a Council action if the modification does not effectively contravene or nullify the purpose or principle involved in the action.

#### **C. Disapprovals**

The UA President shall inform the Council of the reasons for any disapproval or modification within one month of disapproving or modifying a Council action.

#### **D. UA Board of Regents Notification and Action**

Council actions, which are modified or disapproved by the UA President, together with the statement of reasons, shall be placed on the next UA Board of Regents' meeting agenda for the information of the board if requested by the Council. At the request of either the UA President or the Council, the Council action, which has been modified or disapproved, shall be brought before the board for action. The decision of the UA Board of Regents is final.

### **Article 11. Handbook**

The Council shall annually submit a directory of Council members, a description of the Council and how it works, and the annual Council calendar to the executive officer for inclusion in the governance handbook. This handbook shall be ~~distributed to the Board of Regents and to the shared governance groups~~ posted online and publically available.

### **Article 12. Reports**

The Council chair shall ~~annually~~ prepare a report of Council activities. ~~These~~ This report shall be submitted to the system governance executive officer for compilation into a single ~~annual~~ report of governance activities for submission to the UA President and the UA Board of Regents as part of the agenda for regular UA Board of Regents' meetings as activities occur. The system governance executive officer shall maintain Council communications electronically.