

BYLAWS OF CONSTITUTION OF THE  
Classified Council  
UNIVERSITY OF ALASKA ANCHORAGE

ARTICLE I: MEMBERSHIP

Section 1. The Council is composed of representatives of all campuses, which comprise the University of Alaska Anchorage. The classified employees from all campuses are hereinafter referred to as the general membership.

Section 2. The general membership shall be represented on the Council on the basis of twenty-four (24) open seats.

2.1 Twenty (20) seats from Anchorage and one seat each from Kenai, Kodiak, Mat-Su and Prince William Sound.

2.2 All Council members shall hold office for two years with one half of members elected each year.

2.3 Any member may be recalled by the Council

- a. for nonattendance
- b. for gross misrepresentation

After discussion a 2/3 majority of the votes cast by present members of the Council shall cause the recall of that member.

2.4 A vacant seat on the Council shall be appointed by the Council president from names recommended by council members. The Council shall approve any new appointment by majority vote.

ARTICLE II: QUORUM

Section 1. A Quorum for the monthly Council meeting shall be at least fifty percent (50%) of the Council members. General business shall be approved by a simple majority vote of the Council members present.

## ARTICLE III: OFFICERS

### Section 1. President shall:

- 1.1 Preside at meetings.
- 1.2 Appoint ad hoc committees and their officers as needed.
- 1.3 Act as spokesperson for Council and shall have powers and authority as delegated by same.
- 1.4 Be the UAA classified representative to the Staff Alliance.

### Section 2 Vice President shall:

- 2.1 Preside and perform the duties of the president in his/her absence.
- 2.2 Be responsible for organization of the annual meeting, if held.
- 2.3 Notify members of all meetings.
- 2.4 Shall contact absent members who have missed two consecutive meetings to verify their status on the Council.

### Section 3. Secretary shall:

- 3.1 Maintain and disseminate minutes of the meetings.
- 3.2 Maintain the correspondence and records for the organization.

## ARTICLE IV: MEETINGS

Section 1. Meetings of the Council shall be held monthly on the first Thursday of each month during February through May and September through December.

Section 2. Meetings of the general membership may be held annually.

Section 3. All meetings are open to the general membership

## ARTICLE V: UNIVERSITY ASSEMBLY REPRESENTATION

Section 1. The President shall act as spokesperson for the Council and act as one of five classified representatives to the University Assembly. The remaining four representatives to the University Assembly shall be elected by and from the Council with at least one representative from one of the extended campuses. An additional representative will be elected to serve as alternate.

Section 2. Responsibilities of the alternate shall be to assume the duties of an absent representative.

## ARTICLE VI: ELECTIONS

Section 1 Elections will be held each year in April and Council members will be seated in May.

1.1 The Officers in conjunction with the Governance Office shall:

- a. Call for nominations
- b. Distribute and tally ballots
- c. Announce election results to the Council
- d. Notify successful candidates

Section 2. Elections of officers shall take place in May of each year and officers shall take office following the election.

## ARTICLE VII: COMMITTEES

Section 1. Committees and their membership shall be appointed after a simple majority vote of the Council membership.

Section 2. Committee chairpersons shall be elected by and from the Council. Committee members may be drawn from general membership.

Section 3. All committees shall report to the Council through the President.

ARTICLE VIII: PROCEDURES FOR AMENDMENTS

Section 1. Bylaws may be amended by a two-thirds vote of the Council members. The proposed amendment shall be subject to a final vote no sooner than (30) calendar days after the first reading.