I. Call to Order

II. Introduction of Members

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<tr>
<th>APT</th>
<th>Classified</th>
<th>Faculty</th>
<th>USUAA</th>
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<td>Julia Martinez</td>
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P= Present   E= Excused

III. Approval of Agenda (pgs. 1-2)

IV. Approval of Meeting Summary (pgs. 3-5)

V. President’s Report (pgs. 6-7)

VI. Administrative Reports
A. Chancellor Ulmer
B. Provost Driscoll
C. Vice Chancellor of Administrative Services Spindle
D. Vice Chancellor of Advancement Olson (pgs. 8-9)
E. Interim Vice Chancellor for Student Services Schultz (pgs. 10-11)
F. Senior Vice Provost for Institutional Effectiveness, Engagement, and Academic Support Carter-Chapman

VII. Governance Reports
A. System Governance Council
B. Faculty Senate/ Faculty Alliance (pg. 12)
C. Staff Alliance (pg. 13)
D. APT Council
E. Classified Council (pg. 13)
F. Union of Students/ Coalition of Students
G. Alumni Association

VIII. Old Business
A. Ad Hoc Committee on Assembly Constitution/Bylaws - 2nd Reading (pgs. 15-31)
B. Day of Service – UAA Day @ Bean’s Café, Saturday, April 11th, 8:30 – 1:30. 3 shifts available
IX. New Business
   A. International Student Center – Dr. Theodore Kassier

X. Information/Attachments
   A. Accreditation update
      http://www.uaa.alaska.edu/accreditation/2010.cfm
   B. Faculty and Staff Giving Campaign
   C. UAA Day @ Bean’s Café – April 11th
   D. May Assembly meeting- May 7th
   E. UAA Development Day- May 14th

XI. Adjourn
UAA Assembly

Thursday, March 19, 2009
1:00 - 3:30 p.m.
ADM 204

I. Call to Order

II. Introduction of Members

President – Kim Stanford

Vice President – Ryan Buchholdt

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Sandy Gravley | X Lisa Sparrell | E Jan Vandever |          |

P= Present  E= Excused

III. Approval of Agenda (pgs. 1-2)

Approved

IV. Approval of Meeting Summary (pgs.3-5)

Approved

V. President’s Report (pg. 6)

Attached

VI. Administrative Reports

A. Chancellor Ulmer

Unable to attend

B. Provost Driscoll

Unable to attend

C. Vice Chancellor of Administrative Services Spindle

- Chancellor in Boston, Provost with Regent Fischer.
- UAA ski team is 4th in the country, with several all-Americans
- Women beat Seattle Pacific for 2nd year
- Next Tuesday, 11 am, Channel 19, UAA Women playing Clayton State from Georgia. 1st game of semifinals next Wednesday, final game next Friday. Final game broadcast on ESPN
- House Finance Sub Committee, increase 3.6 percent increase. 16.3 million less than regent, 4.1 million less than governor proposed
- Need people to call and write in UAA support to legislators. Budget not going as well as planned at this point.
- This Saturday, 10:00 am @ Loussac Library is the Anchorage Caucus. Local representatives and Senate come together one last time before the end of the session
- Today starting at 5 pm, accepting public testimony on UAA Capital budget

D. Vice Chancellor of Advancement Olson (pgs. 7-8)

- UAA has 789 alums in Texas, 136 are in San Antonio, trying to rally alumni support for women’s basketball support
- Mondays game will be broadcast
- Phone-a-thon going well. Raised approximately $14,000 to date
- Focus now is calling new donors, especially alumni who have not given yet
- Thank you for Faculty Staff Campaign. Appreciate the enthusiasm for this
E. Interim Vice Chancellor for Student Services Schultz
   • This coming Monday, Student Affairs will be closed from 8 a.m. to 1 p.m. for retreat
   • Student info, advising live chat now working Monday – Friday, 8 a.m. to 5 p.m.
   • Registrar’s office is now printing transcripts and diplomas (will be much quicker)
   • Friday, March 27th, Career Fair in Student Union
   • Mentioned the report on student conduct from Fall Semester 2008
   • Increase in academic dishonesty, possibly due to faculty being trained to be more aware
   • Please participate in the survey evaluating Deans and other administrators Larry Foster sent out recently

F. Senior Vice Provost for Institutional Effectiveness, Engagement, and Academic Support Carter-Chapman
   • No report

VII. Governance Reports
A. System Governance Council
   • Resolution about non retention written to encourage people to follow procedures outlined

B. Faculty Senate/ Faculty Alliance (pg. 9)
   • Accreditation Assembly, April 3rd, PSB 166 from 11:30 – 1:00
   • President Hamilton and Joe Trubacz (Vice President of Finance and Administration) speaking at Faculty Senate in April

C. Staff Alliance (pg. 10)
   • Report attached

D. APT Council
   • Grateful for the opportunity to go to Juneau to advocate for UA on behalf of UA
   • APT welcomed new member Bob McDonnell
   • APT would like to challenge Faculty Senate and Classified Council in participation rates of donors on the governance groups for Faculty and Staff giving campaign

E. Classified Council (pg. 10)
   • Thanked Chancellor Ulmer for opportunity to go to Juneau to advocate for UAA
   • Finalized the, details of the survey we plan to send to our constituents. The survey is meant to get a better idea of how they would like us to communicate with them, and what they feel our priorities should be.
   • We also discussed the draft recommendations of the Compensation Task Force
   • Kristin DeSmith spoke about the UAA logo revision project
   • Julia Martinez spoke about the Faculty and Staff Giving Campaign
   • We agreed to support a challenge in participation rates between APT & Classified Council memberships, and encouraged Julia to extend the challenge to the Faculty Senate
F. Union of Students/ Coalition of Students
   - Two student groups have gone down to Juneau, update on trips
   - April 7th and 8th, Student Body Elections

G. Alumni Association
   - Report within Advancement

VIII. Old Business
A. Ad Hoc Committee on Assembly Constitution/Bylaws (pgs. 11-19)
   - Group looked over 1st draft, comments shared, questions asked, general editorial session
   - 2nd reading planned for next month
   - Much discussion about when officers are elected

B. Day of Service
   - UAA Day @ Bean’s Café
   - Saturday, April 11th, 8:30 – 1:30
   - Need 50 volunteers
   - Time broke into 3 shifts
   - More details to follow

IX. New Business
A. Paula Williams- UAA Director of Sustainability
   - Excited to be at UAA
   - Job details still being discussed with help of Sustainability Council
   - Questions about expanding recycling program on campus to include bottles and cans
   - Need more education before taking on more recycling
   - Bidding for recycling program will start soon, hoping to keep students involved

X. Information/Attachments
A. Accreditation update
   http://www.uaa.alaska.edu/accreditation/2010.cfm

B. Faculty and Staff Giving Campaign

C. UAA Development Day- May 14th

D. May Assembly meeting- May 7th
   Note date change…

E. Assembly on Accreditation April 3rd, from 11:30-1:00 PSB 166

XI. Adjourn

Topics for April
2nd reading Constitution/Bylaws
Budget
International Student Center
Day of Service
The Faculty and Staff Assembly on Accreditation was held last Friday, April 3\textsuperscript{rd} and was very well attended. It was good to see a mix of faculty and staff, and it was very helpful to many to have this opportunity to learn about the new process and to ask questions. I would like to see more of these events related to accreditation as we continue through the process—perhaps broken down into more specific areas now that the overview has been provided. There still seems to be some questions from staff and faculty regarding “What will I have to do? How will this affect me?” that I would assume will become more clear as we move through the process.

I am very excited to participate this Saturday, April 11\textsuperscript{th} in the first UAA Day of Service – UAA Day at Bean’s Café. Thank you so very much to the planning committee: Vicky Warren, Anne Bridges, Russell Pressley, and Karl Wing. I hope we are able to continue with a UAA Day of Service every year, and see it grow! I also hope to see many of you there this Saturday!

Constituent groups of UAA Assembly (staff, faculty and student governance groups) should be electing their 2009-2010 members in this month. As things currently stand, we are scheduled to hold our UAA Assembly officer elections at our May 7 meeting. We will be electing president and vice-president. I will not be accepting nominations for an office, so if you are interested but have questions, I’d be happy to provide any information that may help in your decision to nominate or accept a nomination. Below you will find a brief description of the responsibilities of each position. I’ve included the description from the Bylaws, and then included my own narrative in italics as well, just based on my experience and my own recommendation:

\textit{President.} The President shall be the presiding officer of the Assembly, with the responsibility for appointing special committees of the Assembly. The President shall chair the Executive Committee (Governance Leaders). The new President of the Assembly shall be elected by the May meeting. \textit{It is important that our Assembly President be able and willing to serve on a variety of councils and committees. While some may be delegated, it is vital that the President be able to serve on many of these. It is also important that the President be available to attend various meetings and events held on campus and provide leadership related to advocacy efforts for UAA. The Assembly President does not represent one constituency, but students, faculty, and staff as a whole. Therefore they must be open to seeing an issue from a variety of perspectives and provide leadership from a viewpoint of what is best for UAA.}

The President shall be an ex-officio, non-voting member of all elected and appointed committees of the Assembly. The President may appoint the Vice President as the designated representative on such committees.

\textit{Vice President.} The Vice President shall preside at meetings in the absence of the Assembly President. The Vice President shall be elected by the May meeting.

The President and Vice President shall not be from the same constituency.
• The UAA Faculty and Staff Association requested responses from six of the candidates for Mayor of Anchorage (the top six, based on funding per APOC). We were delighted to receive responses from all six, which we were able to share with our membership and post on our website. The Association is still working on encouraging people to contact the co-chairs of the conference committee (Mike Hawker and Bill Stolze) in the hopes that the University will be able to see the upper levels of funding suggested by the two bodies:

The conference committee, made up of members from the House and Senate will resolve the differences between the House and Senate proposed operating budgets. The options are to either pick the House version the Senate version or meet somewhere in the middle.

At this point no new items can be added, and no items that are funded in both versions can be dropped. The “conference-able” items include:

1. The House version contains a single appropriation. The Senate version contains the same seven appropriations as last year.

2. The level of compensation funding on General Fund
   House $9.1 million – Senate $8.7 million

3. The level of General Funds funding for the Integrated Science Building
   House $500,000 – Senate $1.525 million.

4. Energy, Engineering and Climate Change program funding
   House $0- Senate $950,000

5. Health Academic Program funding
   House $922,000 – Senate $0

This week it would be a very good time to contact Mike Hawker and Bill Stoltze as the co-chairs of House Finance to ask for their support for the Senate version for the Integrated Science Building.
UNIVERSITY ADVANCEMENT ASSEMBLY REPORT

General Advancement
- Camille Oliver, our special events manager, has been hard at work on coordinating Commencement 2009. Three large events happen the first weekend in May: Honorary Degree recipient’s dinner, the Graduate Hooding Ceremony and Commencement 2009. If you are interested in volunteering to help at any of these events, please contact Camille at x61013.

Development
- Annual Giving – the student Phonathon program will have a new home soon! The valuable student-calling program began five years ago and works to keep UAA alumni connected with what is happening at their university. The new call center will be located in the Administration Building and will continue to operate two semesters a year. If you know students who may be up for the challenge of serving their university in this way, please let us know. We are always looking for exceptional students to gain valuable skills in nonprofit work and communication.
- The annual UAA faculty and staff giving campaign is under way. The goal this year is to double the number of employees who make a charitable gift to UAA. Everyone can participate in giving, and it is easy. Go to the Advancement Web site, click Give Now. Every gift, regardless of size, matters. The theme of the 2009 campaign is “Express Your Pride.” The Chancellor has generously agreed to match new and increased gifts to any existing UA Foundation fund of up to $2,500 in support of UAA through the Chancellor’s undesignated foundation fund.
- UAA is hosting its annual Scholarship Reception Tuesday, April 7 to thank our donors who give so generously to scholarship support. These donors lessen the financial burden of students attending college, and their donations often help students remain in school and complete their education. The reception features several students who speak personally on how much the scholarships have meant to them.
- As of February 28, the Office of Development has raised almost 90% of its fundraising goal for the year. Our FY09 goal is $8.35 million, and the amount raised by the end of February was $7.46 million. More than half of the funds raised came from generous support for the Herbert P. Schroeder Chair of ANSEP.

University Relations
- Public relations specialist, Peter Porco, will be leaving the Advancement office on April 10 to pursue his own writing. Ann Marie Wawersik, a current Advancement employee, will move into Peter’s position on April 9.

Alumni/Retiree Relations
- Retiree Luncheon will occur on Friday, May 8th – details including location and time will appear in Green and Gold Daily soon. If you know of anyone retiring, please call Timea Webster at 786-4847.
- The Alumni Office traveled to San Antonio with the women’s basketball team to host receptions for UAA alumni in the area and to meet with alums following the tournament.

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Academic & Multicultural Student Services Division

- The latest version of the Accuplacer testing platform is being installed on the Advising and Testing Center’s server with completion anticipated in June 2009.
- Disability Support Services coordinated the sixth annual *Reel Eyes Showcase of Films* by and about people with disabilities. A variety of films were shown across the state and a one credit option was available through PSY A112: Examining Representations of Disabilities.
- Educational Opportunity Center established an office at the Mat-Su campus to enable residents 19 years old and older to pursue postsecondary education and financial aid assistance.
- Educational Talent Search sponsored 12 students for the Points of Light Youth Leadership Institute during spring break. The program also sponsored 30 students to attend Black Violin at the Performing Arts Center.
- Native Student Services sponsored an outreach/recruitment table at the Tanana Chiefs Conference Annual Convention and at the Doyon Annual Shareholders Meeting. The department held one-on-one visits in Sitka with UAA-bound graduating seniors from Mt. Edgecumbe High School.
- New Student Orientation partnered with Disability Support Services to introduce high school juniors and seniors from the King Career Center to college.
- Five Upward Bound students from East and West high schools attended the Business Women and Professionals Women’s History Luncheon. The students were able to work on their networking and introductory skills.
- Over 75% of the fall 2008 Student Support Services participants enrolled spring 2009.

Upcoming events:

- Native Student Services will host its annual Graduation Celebration on Friday, May 1 at the Alaska Native Heritage Center. This event will begin at 6:30 p.m. and will individually recognize Alaska Native students who will graduate from UAA.

Enrollment Management

- Degreeworks went live to students on March 30.
- Mike Smith, Director of Student Information Services, and Cecile Mitchell, Director of Admissions, attended the National Student Exchange conference in Raleigh, NC, placing 37 outgoing students and accepting 23 incoming students.
- Western Association of Student Financial Administrators Annual Conference will be held in Anchorage April 26-28.
- Student Exchange is developing a new “Welcome Package” and service for incoming international students.
- Student Exchange in conjunction with the Dean of Students Office is working to reduce incidences of disciplinary violations by international students.
- 2,198 students has been invited to participate in Commencement ceremonies in May, a slight increase over last year’s 2,183.
- Student Financial Aid awarding for fall 2009 is up over 37% from March 2008. Nearly 3,100 students have been awarded. Also, aid applications have increased 334% from this time last year.
- Student Exchange and Career Services Center developed and delivered the first career workshop for international students.

Student Development Division

- The 2009-10 edition of the *UAA Fact Finder* is now being completely edited through a paperless, sustainable practice by using new online software.
- USUAA is seeking an increase for the student government fee. UAA students will vote to either maintain the current student government fee structure ($1 per credit starting at 3 credits with a cap at
$12) or raise the fee through one of two options: a $12 flat fee assessed to all students taking 3 credits or more or raising the fee to $2 per credit starting at 3 credits with a cap at $24.

- The Student Union had over 140 bookings with a combined total of 650 reservation hours during March 2009.
- The Residence Life’s Sustainability Collateral is connecting with various local agencies to arrange for pick-ups at each hall for left behind or donated usable items such as clothing, small appliances, books, and movies. This is being arranged to take place during closing/check-out week.
- Student Code of Conduct referrals:

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- Career Services hosted the Annual City-wide Career and Job Fair in collaboration with the Anchorage Chamber of Commerce and the Anchorage School District. The fair was held in the Wells Fargo Sports Complex with over 75 businesses represented and was open to the community. This was one of largest career fairs in Alaska planned for the 2009 year.
- The Student Health and Counseling Center electronic medical record continues to be improved by Medicat, and will offer significant improvements by updating the medical record portion of the Practice Management system. The Medicat super-user group at the Center continues to meet regularly and make progress in the revision and implementation of this essential record keeping and practice management application.
- Twelve students have been named as recipients of Leadership Honors for spring 2009. Recipients will be recognized by their crimson cords at Commencement in May and will be celebrated in special reception.
- The Bartlett Lecture Series presented Chuck Klosterman. His lecture drew an audience of 500+ to the Wendy Williamson. Chuck spoke about his life and the events that lead to the publication of his five books. He also met with a JPC class and discussed different tips the students should consider as they head to graduation and the start of their career.
- Assistant Director of Student Conduct Michael Votava finished revising the Student’s Rights, Freedoms, and Responsibilities section of the 2009-10 Fact Finder and a new policy regarding student holds.
- The UAA Concert Board’s March 28 concert featuring Brand New and The Get Up Kids was cancelled due to Mt. Redoubt. Refunds for UAA Student tickets began Monday, March 30 at the office of Student Life & Leadership in the Student Union room 218.
- UAA Club Council has recognized Heifer International Club and Dental Hygienists of the Future.
- Upcoming events:
  - Stress Busters, April 14, 11:00 a.m. to 1:30 p.m., Student Union and 5:00 p.m. to 7:00 p.m., Gorsuch Commons.
  - Stress Busters, April 15, 11:00 a.m. to 1:30 p.m. RH lobby.
  - Late Nights in the Student Union begin April 20.
  - Free Pasta Lunch sponsored by the Student Health and Counseling Center, April 21 – 22, 11:30 a.m. to 1 p.m. or until pasta is gone, Rasmuson Hall lobby.
  - The Concert Board presents Brian Posehn on April 24, 7:30 p.m. in the Wendy Williamson. Tickets for this event will be sold at UAAtix.com.
UAA Faculty Senate President’s Report for April 2009

Increase Communication

This Senate goal continues to focus on the UA budget. More information is on the Chancellor's Web site at: http://www.uaa.alaska.edu/chancellor/legislative-advocacy-2009.cfm.

Important Dates and Events in April include:

* April 3rd was the Spring Faculty & Staff Assembly on Accreditation that was sponsored by Faculty Senate, the Office of Academic Affairs and CAFÉ.
* April 3rd President Hamilton attended Faculty Senate and discussed issues of interest to UAA.
* April 11th is UAA at Bean’s Café for the First UAA Day of Service

Accreditation

The Accreditation Committee is working on templates to gather information for the second report due September 1st that focuses on Resources and Capacity. Ron Baker from the NWCCU will be at UAA on April 10th to discuss guidelines for this report in greater detail, and the site visit scheduled for September, 2009. Preparations have started on the third report on UAA’s Planning & Implementation, and Effectiveness & Improvement. This report will describe how UAA uses data on the core themes and outcomes to plan for and improve the university. This report will be submitted on March 1, 2010. For more details please go to: http://www.uaa.alaska.edu/accreditation/2010.cfm

Faculty Evaluation Task Force

Feedback, comments, and concerns are requested on the Gap Analysis Report that was sent to faculty in March. To facilitate feedback, faculty senators are asked to initiate conversations within their colleges and suggest ways to increase discussions. The next Task Force focus is responses to the identified gaps and drafting recommendations by the beginning of fall 2009. The ad hoc Committee on the Evaluation of Teaching has completed their review of policies and documents from other universities including literature on research and practice in university teaching and evaluation of teaching. Their recommendations are expected in May. Please see: http://www.uaa.alaska.edu/academicaffairs/promotion-and-tenure-task-force/index.cfm

IDEA

The Provost's IDEA group has completed a report on the SDIS/IDEA transition and their findings matched the Gap Analysis Report released by the Faculty Evaluation Task Force. They are also developing a training curriculum for use by review committees. The CAFE IDEA team continues to schedule meetings with departments and hopes to offer open sessions. They also made presentations to faculty at the retention, tenure, and promotion workshops offered March 27 and April 3rd. The materials of this group are available at: http://www.uaa.alaska.edu/facultyservices/idea-faculty-student-evaluations.cfm

Constitution and Bylaws

Faculty Senate passed a motion at the second reading of the latest changes to the Constitution and Bylaws at the March meeting and a ballot will soon be sent to UAA faculty.

Advocate for Research and Graduate Programs

In addition to its regular workload the Graduate Academic Board (GAB) broadened its tasks to include a number of collaborative projects. One of these is to develop criteria for evaluating professional doctorate proposals based on NWACCU standards and a survey of peers. Faculty Senate supported the Graduate Council (GC) as part of a graduate school advising body together with GAB and the VP of Research and Graduate Studies. The GC is developing bylaws that will give this council a voice in graduate program development.

The Faculty Senate April meeting summary is at: http://www.uaa.alaska.edu/governance/facultysenate/index.cfm.

If you have any comments or questions regarding this report or UAA Faculty Senate, please contact Anne Bridges, Faculty Senate President at afab@uaa.alaska.edu or (907) 786-1404.
Staff Alliance & Classified Council Reports to Assembly, April 2009
Megan Carlson, Classified Council President & Staff Alliance Member

Classified Council
At our March meeting, we discussed the results of a survey sent to our constituents. The top priorities listed in the survey were to be expected: items like compensation, health care, and development opportunities. We also learned that there is more work to be done to spread the word about Classified Council and what we do.

We also elected a new member to UAA’s Child Care Task Force, and heard a detailed facilities update from Chris Turletes.

Staff Alliance
The April Staff Alliance meeting is scheduled after the Assembly meeting. Because we met twice in February due to the legislative advocacy trip to Juneau, the Alliance has not met since our last Assembly meeting.

Joint Health Care Committee
I was able to attend part of a meeting of the Joint Health Care Committee, which is the group of union and management representatives (with one non-represented staff representative) that makes decisions on our health care rates and benefits package. It was interesting to hear such different perspectives on how to use the existing over recovery to control the rate of increases in employee premiums for health care. The committee’s vote determined the rates for FY10, which have been included as an information item. They chose to use $4 million of the remaining over recovery, which amounts to slightly less than half of the total amount. This should allow us to have more available to control the rate increases in FY11 and possibly FY12.

Planning and Budget Advisory Council (PBAC)
Unfortunately, PBAC and the Chancellor’s Cabinet decided to suspend the Strategic Opportunity Fund for the current fiscal year because the budget outlook for FY10 suggests that we won’t have the funds to support additional projects. Applicants for the SOF FY10 funds were notified that the program had been suspended for the current year, but that if the budget outlook improved, some programs might be funded later in the year.

PBAC will be holding hearings to review budget proposals from the major units (schools and colleges, and units that report to the Vice Chancellors) on April 16th and 17th. Also due to the poor budget outlook, the priorities for funding new requests through this process have shifted. First priority will go to projects included in the Regents budget but not funded by the governor and legislature. Second priority will go to projects that were submitted in the UAA request to Statewide that were not included in the final Regents request.

Accreditation
Faculty Senate held an all-faculty assembly on accreditation on April 3rd. Anne Bridges was gracious enough to expand this meeting, which is required by their constitution, to invite staff to attend as well. We had a great turnout, and fruitful discussion. Thanks for being so inclusive, Anne!

Governance Leaders
The Governance Leaders are in discussions about the future of governance travel funding, including whether the current level is reasonable, and how it should be allocated. These travel funds were incredibly valuable to Classified Council in allowing our community campus representatives to join our retreat, and allowing two of our members to advocate for UAA in Juneau. I am a huge advocate of continuing these funds, and encouraging the other governance groups to take advantage of the opportunities they present.
Assembly Constitution and Bylaws Committee Report  
April 9, 2009 (Second Reading)

Summary of Changes Recommended
1. Changes for consistency and typos (i.e. “USUAA” instead of “the students.”)
2. Clarified voting status of President (does not vote) & VP (only votes in the case of a tie)
3. Updated representation for System Governance Council to reflect current practices, and institutionalize a process for electing staff representative.
4. Replaced “Executive Committee” with “Governance Leaders”
5. Included a description of the Calendar Committee based on past committees
6. Clarified the period for public comment
7. Clarified the method to extend discussion on an agenda item
8. Clarified the intent behind the Assembly’s authority to refer actions back to component bodies and revised the section title to reflect the clarified language
9. Changed the officer elections to September to reflect USUAA’s calendar for electing members

Additional Notes
1. Recommended for Further Discussion in FY10
   a. Makeup of calendar committee and relationship to existing committee in Provost’s office
   b. Potential further revisions to the officer election process/calendar
2. USUAA is encouraged to appoint a community campus representative to the Assembly. The committee recognizes that this may be more complex for USUAA to accomplish than it is for the other bodies, but agrees that there is value in community campus representation that justifies the added effort.
ARTICLE I. NAME

Section 1.

The name of this organization shall be the UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF ALASKA ANCHORAGE (herein called the Assembly).

ARTICLE II. PURPOSES, RESPONSIBILITIES, STRUCTURE, AND AUTHORITY

Section 1. Purpose

The purposes of the Assembly are:

A. To provide official representation for the alumni, APT (administrative, professional, technical) staff, classified staff, faculty, and students of the University of Alaska Anchorage in matters that affect the general welfare of the University and its effectiveness in pursuit of (1) its goal of excellence in teaching, research, and service, (2) the development of professional careers for all employees, (3) the rights of students, and (4) the concerns of the alumni.

B. To function as an advisory, coordinating, and legislative body, having primary authority to initiate, develop, review, and recommend policy pertinent to the University of Alaska Anchorage including, but not limited to, issues not covered by collective bargaining agreements or applicable state or federal laws that relate to:

- Budget
- Tuition and Fees
- Human Resources policies pertaining to Health and Safety, ethics
- Security and Transportation
- Space Utilization and Planning
- Academic Resource utilization-including computers, library and facilities
- Parking
- University obligation to students, faculty, staff and alumni
- Academic Calendar
- Advisement, recruitment, and retention of students

Furthermore, the University Assembly shall upon request of the Chancellor function as an advisory body having secondary authority to review and recommend policy on:

- Review of Instruction
- Admission Standards
- Grading Policies
- Course availability
- Transfer policies

B. To provide consultative services to the Chancellor of the University of Alaska Anchorage by considering all matters referred to it by the Chancellor or by the Assembly constituency.
C. To provide consultative service to the representative groups on issues related to their respective areas of responsibility.

D. To provide for representation to the Systemwide Governance Council.

Section 2. Responsibilities

A. Specific Authority

The Assembly shall carry out its responsibilities and functions subject to the policies and procedures of the Board of Regents. The Assembly's actions will be binding subject to approval by the Chancellor, in accordance with ARTICLE X of this Constitution.

B. Delegated Authority

The Assembly delegates legislative authority to its component bodies as established in ARTICLE II, Section 3, of this Constitution. The Assembly may review, comment on, and recommend changes in any actions taken by its component bodies but the Assembly shall not have veto power over actions taken by its component bodies.

Section 3. Structure

The Assembly shall be composed of the following component bodies:

A. The University of Alaska Anchorage APT Council. (Herein called the APT Council).

B. The University of Alaska Anchorage Classified Council. (Herein called the Classified Council.)

C. The University of Alaska Anchorage Faculty Senate. (Herein called the Faculty Senate.)

D. The Union of Students of the University of Alaska Anchorage. (Herein called USUAA.)

ARTICLE III. MEMBERSHIP

Section 1. Representation

The Assembly shall be composed of representatives of all component bodies and others as provided in ARTICLE III, Section 2, of this Constitution.

Section 2. Membership

The Assembly shall consist of not more than five (5)-voting representatives from each of the component bodies listed in Article II, Section 3, of this Constitution. Additionally, there shall be seven (7) ex-officio members including: the Chancellor, five (5) administrative representatives appointed by the Chancellor, and one (1) representative from the UAA Alumni Association, plus other representatives as specified in ARTICLE IV of this Constitution.

Section 3. Recall

Any member of the Assembly may be recalled by the electing constituency from which the
member was chosen. Such recall shall be in accordance with the procedures established by the member's governance body.

ARTICLE IV. OFFICERS

Section 1. Officers

The Assembly shall, by a majority vote, choose two (2) officers: a President and Vice President.

Section 2. Term of Office

The President and Vice President will serve for a period of one year, and shall assume office at the last regularly scheduled Assembly meeting of the academic year.

Section 3. Election of Officers

The Assembly President and Vice President shall be elected from the Assembly provided that the president and the vice president are not elected from the same component body. Those positions in the Assembly shall be replaced by alternates from their component groups.

ARTICLE V. COMMITTEES

Section 1. Standing Committees

The committees of the Assembly shall be those specified by the Bylaws of the Assembly.

Section 2. Governance Leaders

Governance Leaders shall consist of the University Assembly President, Vice President, and the presidents from each component group or their designated representative.

Section 3. Committee Representation

The standing committees of the Assembly shall be elected by and from the Assembly. Members elected to the standing committees shall serve for the duration of their terms on the Assembly.

Section 4. Ad Hoc Committees

By a majority vote of those present at any meeting, the Assembly may establish any ad hoc committee it deems necessary for conducting Assembly business. The Assembly President shall appoint the members of any ad hoc committee which may include, when appropriate, non-Assembly members.

ARTICLE VI. MEETINGS

The Assembly shall meet at least once each semester or more often in accordance with Section V of the Assembly Bylaws.

ARTICLE VII. QUORUM

A Quorum shall consist of 50% of the voting membership, plus one person, including at least one (1) representative from three (3) of the four (4) component bodies.
ARTICLE VIII. PARLIAMENTARY AUTHORITY

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

ARTICLE IX. AMENDMENT

Section 1. Proposal of Amendments

Amendments to the Constitution may be proposed by members of the Assembly. Copies of the proposed amendment shall be sent to all members of the Assembly.

Section 2. Procedure

A first reading and discussion of the proposed amendment will be scheduled for the next meeting of the Assembly after distribution of the proposed amendment is achieved.

Section 3. Approval

Approval of amendments to the Constitution requires a two-thirds vote of all voting members of the Assembly. The proposed amendment shall be subject to a final vote no sooner than thirty (30) calendar days and not later than sixty (60) calendar days after the first reading.

Section 4. Ratification

All amendments to the Constitution approved by the Assembly shall be transmitted to the Chancellor, System Governance, President, and the Board of Regents.

ARTICLE X. EFFECTIVE DATE OF ACTIONS

Section 1. Chancellor’s Action

All actions taken by the Assembly will be forwarded to the Chancellor within five (5) working days following that action. An action of the Assembly will be considered approved if the Chancellor fails to respond to that action within thirty (30) calendar days of the Assembly’s forwarding the action to the Chancellor.

Section 2. Reconsideration of Component Body Action

Any action taken by any Assembly component body that affects any other component body or statewide policy shall be submitted to the Assembly. The Assembly may refer any action back to the component body for reconsideration (with comment or specific recommendations) within five (5) working days of the date of the first Assembly meeting following that action. The component body should then respond to the Assembly in a timely manner. The Assembly may refer an action back for reconsideration only once.

Section 3. Appeal of Chancellor’s Decision

Appeal of the Chancellor’s decision shall be through the System Governance Office to the UA President. The decision to appeal the Chancellor’s decision shall require a two-thirds majority of the UAA Assembly members eligible to vote.
CONSTITUTION OF THE UNIVERSITY ASSEMBLY
OF THE
UNIVERSITY OF ALASKA ANCHORAGE

ARTICLE I. NAME

Section 1.

The name of this organization shall be the UNIVERSITY ASSEMBLY OF THE UNIVERSITY OF ALASKA ANCHORAGE (herein called the Assembly).

ARTICLE II. PURPOSES, RESPONSIBILITIES, STRUCTURE, AND AUTHORITY

Section 1. Purpose

The purposes of the Assembly are:

A. To provide official representation for the alumni, APT (administrative, professional, technical) staff, classified staff, faculty, and students of the University of Alaska Anchorage in matters that affect the general welfare of the University and its effectiveness in pursuit of (1) its goal of excellence in teaching, research, and service, (2) the development of professional careers for all employees, (3) the rights of students, and (4) the concerns of the alumni.

B. To function as an advisory, coordinating, and legislative body, having primary authority to initiate, develop, review, and recommend policy pertinent to the University of Alaska Anchorage including, but not limited to, issues not covered by collective bargaining agreements or applicable state or federal laws that relate to:

   - Budget
   - Tuition and Fees
   - Human Resources policies pertaining to Health and Safety, ethics
   - Security and Transportation
   - Space Utilization and Planning
   - Academic Resource utilization-including computers, library and facilities
   - Parking
   - University obligation to students, faculty, staff and alumni
   - Academic Calendar
   - Advisement, recruitment, and retention of students

Furthermore, the University Assembly shall upon request of the Chancellor function as an advisory body having secondary authority to review and recommend policy on:

   - Review of Instruction
   - Admission Standards
   - Grading Policies
   - Course availability
   - Transfer policies

B. To provide consultative services to the Chancellor of the University of Alaska Anchorage by considering all matters referred to it by the Chancellor or by the Assembly constituency.
C. To provide consultative service to the representative groups on issues related to their respective areas of responsibility.

D. To provide for representation to the Systemwide Governance Council.

Section 2. Responsibilities

A. Specific Authority

The Assembly shall carry out its responsibilities and functions subject to the policies and procedures of the Board of Regents. The Assembly's actions will be binding subject to approval by the Chancellor, in accordance with ARTICLE X of this Constitution.

B. Delegated Authority

The Assembly delegates legislative authority to its component bodies as established in ARTICLE II, Section 3, of this Constitution. The Assembly may review, comment on, and recommend changes in any actions taken by its component bodies but the Assembly shall not have veto power over actions taken by its component bodies.

Section 3. Structure

The Assembly shall be composed of the following component bodies:

A. The University of Alaska Anchorage APT Council. (Herein called the APT Council).

B. The University of Alaska Anchorage Classified Council. (Herein called the Classified Council.)

C. The University of Alaska Anchorage Faculty Senate. (Herein called the Faculty Senate.)

D. The Union of Students of the University of Alaska Anchorage. (Herein called USUAA.) Student government of the University of Alaska Anchorage (hereafter called the students).

ARTICLE III. MEMBERSHIP

Section 1. Representation

The Assembly shall be composed of representatives of all component bodies and others as provided in ARTICLE III, Section 2, of this Constitution.

Section 2. Membership

The Assembly shall consist of not more than five (5)-voting representatives from each of the component bodies listed in Article II, Section 3, of this Constitution. Additionally, there shall be seven (7) ex-officio members including: the Chancellor, five (5) administrative representatives appointed by the Chancellor, and one (1) representative from the UAA Alumni Association, plus other representatives as specified in ARTICLE IV of this Constitution.

Section 3. Recall
Any member of the Assembly may be recalled by the electing constituency from which the member was chosen. Such recall shall be in accordance with the procedures established by the member's governance body.

ARTICLE IV. OFFICERS

Section 1. Officers

The Assembly shall, by a majority vote, choose two (2) officers: a President and Vice President.

Section 2. Term of Office

The President and Vice President will serve for a period of one year, and shall assume office at the last regularly scheduled Assembly meeting of the academic year.

Section 3. Election of Officers

The Assembly President and Vice President shall be elected from the Assembly provided that the president and the vice president are not elected from the same component body. Those positions in the Assembly shall be replaced by alternates from their component groups.

ARTICLE V. COMMITTEES

Section 1. Standing Committees

The committees of the Assembly shall be those specified by the Bylaws of the Assembly.

Section 2. Executive Committee

The Executive Committee shall consist of the University Assembly President, Vice President, and the presidents from each component group or their designated representative.

Section 3. Committee Representation

The standing committees of the Assembly shall be elected by and from the Assembly. Members elected to the standing committees shall serve for the duration of their terms on the Assembly.

Section 4. Ad Hoc Committees

By a majority vote of those present at any meeting, the Assembly may establish any ad hoc committee it deems necessary for conducting Assembly business. The Assembly President shall appoint the members of any ad hoc committee which may include, when appropriate, non-Assembly members.

ARTICLE VI. MEETINGS

The Assembly shall meet at least once each semester or more often in accordance with Section V of the Assembly Bylaws.

ARTICLE VII. QUORUM
A Quorum shall consist of 50% of the voting membership, plus one person, including at least one (1) representative from three (3) of the four (4) component bodies.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

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

ARTICLE IX. AMENDMENT

Section 1. Proposal of Amendments

Amendments to the Constitution may be proposed by members of the Assembly. Copies of the proposed amendment shall be sent to all members of the Assembly.

Section 2. Procedure

A first reading and discussion of the proposed amendment will be scheduled for the next meeting of the Assembly after distribution of the proposed amendment is achieved.

Section 3. Approval

Approval of amendments to the Constitution requires a two-thirds vote of all voting members eligible to vote in the Assembly. The proposed amendment shall be subject to a final vote no sooner than thirty (30) calendar days and not later than sixty (60) calendar days after the first reading.

Section 4. Ratification

All amendments to the Constitution approved by the Assembly shall be transmitted to the Chancellor, System Governance, President, and the Board of Regents.

ARTICLE X. EFFECTIVE DATE OF ACTIONS

Section 1. Chancellor's Action

All actions taken by the Assembly will be forwarded to the Chancellor within five (5) working days following that action. An action of the Assembly will be considered approved if the Chancellor fails to respond to that action within thirty (30) calendar days of the Assembly's forwarding the action to the Chancellor.

Section 2. Assembly Authority Reconsideration of Component Body Action

Any action taken by any Assembly component body that affects any other component body or statewide policy shall be submitted to the Assembly, and considered to be an action of the Assembly unless it is referred to the component body for reconsideration (with comment or specific recommendations) within five (5) working days of the date of the first Assembly meeting following that action. The component body should then respond to the Assembly in a timely manner. The Assembly may refer an action back for reconsideration only once.

Section 3. Appeal of Chancellor's Decision

Appeal of the Chancellor's decision shall be through the System Governance Office to the UA President. The decision to appeal the Chancellor's decision shall require a two-thirds majority
of the UAA Assembly members eligible to vote.
BYLAWS OF THE CONSTITUTION
OF THE
UNIVERSITY ASSEMBLY
OF THE
UNIVERSITY OF ALASKA ANCHORAGE

Section 1. Purposes, Responsibilities, Structure and Authority (Constitution Article II)

A. The Assembly

The University Assembly of the University of Alaska Anchorage (hereinafter "Assembly") has the only authority to amend the Constitution and shall be empowered to act on any matter not specifically prohibited by the Constitution or the Bylaws.

B. Component Bodies

The component bodies of the Assembly shall be structured, organized and shall operate according to the constitution and bylaws of each respective group.

Section 2. Membership (Constitution Article III)

A. Voting Membership

The voting membership shall be composed of not more than twenty (20) members, including not more than:

- five (5) faculty members, to include the three officers of the UAA Faculty Senate; and at least one faculty member from a Community Campus;
- five (5) members of the UAA Classified Council, at least one of which shall be from a Community Campus;
- five (5) members of the UAA APT Council; at least one of which shall be from a Community Campus; and
- five (5) members representing USUAA, at least one of which shall be from a Community Campus.

For the purposes of the Assembly Bylaws, the term “a Community Campus” is applied to Kenai Peninsula, Kodiak, Matanuska-Susitna, and Prince William Sound campuses.

The President shall not be a voting member. The Vice President shall only vote in the event of a tie.

B. Non-voting Ex-officio Membership

Additionally, there shall be seven (7) ex-officio members including: the Chancellor, five (5) administrative representatives appointed by the Chancellor, and one (1) representative from the UAA Alumni Association.

C. Nominations and Elections
The method of nominations and the election procedures for voting representatives shall be determined by each component body of the Assembly.

The Assembly Governance Leaders may, upon written request of ten (10) members of any individual component body, appoint an ad hoc review committee to determine if any election by a component body of the Assembly was conducted improperly. The ad hoc review committee will recommend to the Governance Leaders that the election be declared invalid or make other appropriate recommendations.

D. The President of the Assembly shall request component bodies to provide members to fill vacancies on the Assembly as they occur.

Section 3. Officers (Constitution Article IV)

A. President. The President shall be the presiding officer of the Assembly, with the responsibility for appointing special committees of the Assembly. The President shall chair the Governance Leaders. The new President of the Assembly shall be elected by the September meeting.

B. The President shall be an ex-officio, non-voting member of all elected and appointed committees of the Assembly. The President may appoint the Vice President as the designated representative on such committees. The President shall not be a voting member.

C. Vice President. The Vice President shall preside at meetings in the absence of the Assembly President. The Vice President shall be elected by the May meeting. The Vice President shall only vote in the event of a tie.

D. The President and Vice President shall not be from the same constituency.

E. Representatives to the System Governance Council (SGC) shall be decided as follows. The Coalition of Student Leaders will select the student representatives. The Faculty Senate President or his/her designee shall represent faculty. The Assembly President or Vice President shall represent the staff, providing that one of those officers is a staff member. If neither Assembly officer is a staff member, the staff representative on the SGC shall be determined by a vote of the staff representatives to the Assembly.

Section 4. Committees (Constitution Article V)

A. The Standing Committees of the Assembly are:
   1. the Governance Leaders;
   2. the Calendar Committee.

B. The Governance Leaders shall consist of the President, Vice President, and the presidents of the component bodies or their designated representatives.

   The Governance Leaders shall be empowered to act in the name of the University Assembly.

C. The duties of the Governance Leaders shall consist of the following:
   1. Recommend ad hoc committees deemed necessary to facilitate Assembly business.
2. Recommend the establishing of additional standing committees and will, annually, review the need for existing standing committees.

3. Serve as liaison with statewide bodies and the Office of the President as necessary to ensure open communications on University matters.

4. It shall also be the responsibility of the Governance Leaders to certify that elections which affect the Assembly membership are conducted in a manner which protects each individual member’s right to vote privately.

D. The Calendar Committee shall function as an advisory body to initiate, devise, revised, and recommend policy for the academic calendar.

Section 5. Meetings (Constitution, Article VI)

A. There shall be a minimum of eight regular meetings each academic year.

B. Other meetings may be held on special call of the President of the Assembly or a majority of the Governance Leaders.

C. All meetings of the Assembly, the Governance Leaders, standing and ad hoc committees are open to all members of the University and the general public; however, only members of the Assembly may participate in the meeting. A period for comment by non-members of the Assembly may be provided for on any item of business at the discretion of the President.

D. The agenda of each regular or special meeting of the Assembly shall be distributed electronically to the members of the Assembly at least two (2) calendar days prior to the meeting and posted on the Governance Web Page.

An email message to an assembly member shall be considered the official method of distributing Assembly public meeting notices, agendas, minutes, and general information.

In the case of special meetings, if, at the direction of the Governance Leaders, the urgency of the occasion will not permit the usual notice, notice (by phone and email) shall be given as far in advance as possible, together with a statement of the reasons for the lack of normal notice.

E. Any regular or special meeting of the Assembly or of any of its bodies may be conducted by audioconference.

F. Items for business may be presented only by a member of the Assembly. All proposals, except those made by a member during a meeting, will be presented to the Assembly President for listing on the agenda. All proposals must be submitted in writing by the mover of the proposal.

Section 6. Parliamentary Authority (Constitution, Article VIII)

A. No speaker shall speak for more than five (5) minutes on any one topic unless approved in the agenda.

B. The Governance Leaders may set time limits on each item on the agenda and when this time limit shall be reached, discussion may be extended or carried to the end of the agenda by a two-thirds vote of the members present.
Section 7. Amendments (Constitution, Article IX)

These Bylaws may be amended by the Assembly by a simple majority vote of the members present and voting at any meeting of the body. A first reading shall be held and action shall not be taken on the proposed amendment until a second reading at the next meeting of the Assembly. Proposed amendments to the Bylaws shall be distributed in writing to Assembly members prior to the meeting at which the amendments will be voted on.

Section 8. Actions of the Assembly (Constitution, Article X)

Actions of the Assembly shall be forwarded to the Chancellor of the University of Alaska Anchorage by the Governance Leaders. Motions of the Assembly are acts of legislation for the University of Alaska Anchorage and resolutions of the Assembly are generally advisory in nature unless specifically stated otherwise.
Section 1. Purposes, Responsibilities, Structure and Authority (Constitution Article II)

A. The Assembly

The University Assembly of the University of Alaska Anchorage (hereinafter "Assembly") has the only authority to amend the Constitution and shall be empowered to act on any matter not specifically prohibited by the Constitution or the Bylaws.

B. Component Bodies

The component bodies of the Assembly shall be structured, organized and shall operate according to the constitution and bylaws of each respective group.

Section 2. Membership (Constitution Article III)

A. Voting Membership

The voting membership shall be composed of not more than twenty (20) members, including not more than:

- five (5) faculty members, to include the three officers of the UAA Faculty Senate; and at least one faculty member from a Community Campus;
- five (5) members of the UAA Classified Council, at least one of which shall be from a Community Campus;
- five (5) members of the UAA APT Council; at least one of which shall be from a Community Campus; and
- five (5) members representing the students [USUAA], at least one of which shall be from a Community Campus.

For the purposes of the Assembly Bylaws, the term “a Community Campus” is applied to Kenai Peninsula, Kodiak, Matanuska-Susitna, and Prince William Sound campuses.

The President shall not be a voting member. The Vice President shall only vote in the event of a tie.

B. Non-voting Ex-officio Membership

Additionally, there shall be seven (7) ex-officio members including: the Chancellor, five (5) administrative representatives appointed by the Chancellor, and one (1) representative from the UAA Alumni Association.

C. Nominations and Elections
The method of nominations and the election procedures for voting representatives shall be determined by each component body of the Assembly.

The Assembly Executive Committee Governance Leaders may, upon written request of ten (10) members of any individual component body, appoint an ad hoc review committee to determine if any election by a component body of the Assembly was conducted improperly. The ad hoc review committee will recommend to the Executive Committee Governance Leaders that the election be declared invalid or make other appropriate recommendations.

D. The President of the Assembly shall request component bodies to provide members to fill vacancies on the Assembly as they occur.

Section 3. Officers (Constitution Article IV)

A. President. The President shall be the presiding officer of the Assembly, with the responsibility for appointing special committees of the Assembly. The President shall chair the Executive Committee Governance Leaders. The new President of the Assembly shall be elected by the May September meeting.

B. The President shall be an ex-officio, non-voting member of all elected and appointed committees of the Assembly. The President may appoint the Vice President as the designated representative on such committees. The President shall not be a voting member.

C. Vice President. The Vice President shall preside at meetings in the absence of the Assembly President. The Vice President shall be elected by the May meeting. The Vice President shall only vote in the event of a tie.

D. The President and Vice President shall not be from the same constituency.

E. Representatives to the Systemwide Governance Council (SGC) shall be decided as follows. The Coalition of Student Leaders will select the student representatives. USUAA President or his/her designee shall represent students. The Faculty Senate President or his/her designee shall represent faculty. The Assembly President and the Vice President shall represent the staff, providing that one of those officers is a staff member serve as the faculty and staff representatives. The Assembly President and the Vice President shall represent the staff, providing that one of the officers is not a student. If so the USUAA President will be a representative to SGC only in the capacity of USUAA President. The constituent body that is not represented in the SGC shall appoint an Assembly member to serve in that position. If neither Assembly officer is a staff member, the staff representative on the SGC shall be determined by a vote of the staff representatives to the Assembly.

Section 4. Committees (Constitution Article V)

A. The Standing Committees of the Assembly are:

1. the Executive Committee Governance Leaders;

2. the Calendar Committee.

B. The Executive Committee Governance Leaders shall consist of the President, Vice President, and the presidents of the component bodies or their designated representatives.

The Executive Committee Governance Leaders shall be empowered to act in the
C. The duties of the Executive Committee Governance Leaders shall consist of the following:

1. Recommend ad hoc committees deemed necessary to facilitate Assembly business.

2. Recommend the establishing of additional standing committees and will, annually, review the need for existing standing committees.

3. Serve as liaison with statewide bodies and the Office of the President as necessary to ensure open communications on University matters.

4. It shall also be the responsibility of the Executive Committee Governance Leaders to certify that elections which affect the Assembly membership are conducted in a manner which protects each individual member's right to vote privately.

D. Actions by any component body which affects any other component body must be reviewed by the Assembly. The Calendar Committee shall function as an advisory body to initiate, devise, revised, and recommend policy for the academic calendar.

Section 5. Meetings (Constitution, Article VI)

A. There shall be a minimum of eight regular meetings each academic year.

B. Other meetings may be held on special call of the President of the Assembly or a majority of the Executive Committee Governance Leaders.

C. All meetings of the Assembly, the Executive Committee Governance Leaders, standing and ad hoc committees are open to all members of the University and the general public; however, only members of the Assembly may participate in the meeting. A period for comment by non-members of the Assembly shall be provided for on each item of business at the discretion of the President.

D. The agenda of each regular or special meeting of the Assembly shall be distributed electronically to the members of the Assembly at least two (2) calendar days prior to the meeting and posted on the Governance Web Page.

An email message to an assembly member shall be considered the official method of distributing Assembly public meeting notices, agendas, minutes, and general information.

In the case of special meetings, if, at the direction of the Executive Committee Governance Leaders, the urgency of the occasion will not permit the usual notice, notice (by phone and email) shall be given as far in advance as possible, together with a statement of the reasons for the lack of normal notice.

E. Any regular or special meeting of the Assembly or of any of its bodies may be conducted by audioconference.

F. Items for business may be presented only by a member of the Assembly. All proposals, except those made by a member during a meeting, will be presented to the Assembly President for listing on the agenda. All proposals must be submitted in writing by the mover of the proposal.
Section 6. Parliamentary Authority (Constitution, Article VIII)

A. No speaker shall speak for more than five (5) minutes on any one topic unless approved in the agenda.

B. The Executive Committee Governance Leaders may set time limits on each item on the agenda and when this time limit shall be reached, discussion may be extended or carried to the end of the agenda. The item shall automatically be carried to the end of the agenda unless extended by a two-thirds vote of the members present.

Section 7. Amendments (Constitution, Article IX)

These Bylaws may be amended by the Assembly by a simple majority vote of the members present and voting at any meeting of the body. A first reading shall be held and action shall not be taken on the proposed amendment until a second reading at the next meeting of the Assembly. Proposed amendments to the Bylaws shall be distributed in writing to Assembly members prior to the meeting at which the amendments will be voted on.

Section 8. Actions of the Assembly (Constitution, Article X)

Actions of the Assembly shall be forwarded to the Chancellor of the University of Alaska Anchorage by the Executive Committee Governance Leaders. Motions of the Assembly are acts of legislation for the University of Alaska Anchorage and resolutions of the Assembly are generally advisory in nature unless specifically stated otherwise.