

ARTICLE VII - STANDING COMMITTEES OF THE STAFF SENATE

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b. Policy, Economics and Development Committee

c. Services and Facilities Committee

d. Staff Grievance Committee

e. Staff Morale and Community Outreach

f. Staff Help Assistance Relief Effort

g. Committee on Anti-Racism Efforts

Section 1. Function

It shall be the function of standing committees to provide the Staff Senate with working bodies entailing specific areas of responsibility to enable a planned and coordinated direction for the business of the Staff Senate.

Section 2. Standing Committees of the Staff Senate

The following standing committees shall be constituted from duly elected Senators of the Staff Senate:

a. Credentials and Nominations Committee (C&N),

b. Policy, Economics and Development Committee (PED),

c. Staff Grievance Committee (SGC),

- d. Services and Facilities Committee (S&F),
- e. Staff Morale & Community Outreach Committee (SMCO),
- f. Staff Help Assistance Relief Effort Committee (SHARE),
- g. Committee on Anti-Racism Efforts (CARE)

{later in Article VII}

G. STAFF COMMITTEE ON ANTI-RACISM EFFORTS

Section 1. Purpose

The Committee on Anti-Racism Efforts (CARE) is responsible for monitoring and contributing to the university's progress toward becoming a premier anti-racist university in accordance with the [Cardinal Anti-Racism Agenda](#) and, to that end, facilitating opportunities for Staff Senators and other university staff to participate in this ongoing initiative.

The Committee on Anti-Racism Efforts shall:

1. Enhance existing communication within the Senate and with constituents to increase awareness of racism and anti-racism efforts.
2. Collaborate with the Staff Senate Executive Committee and the other standing committees to equip Staff Senators and their constituents with anti-racism resources (e.g., information, training, support groups) offered throughout the university or by the senate.
3. Work with stakeholders external to the Senate (e.g., Faculty Senate, Student Government Association, Human Resources, the Center for Employee Resources, Office of Diversity and Equity, the Commission on Diversity and Racial Equality, and the Commission on the Status of Women) to encourage staff participation in anti-racism efforts.
4. Consider the creation and implementation of anti-racism programming by the Senate.
5. Promote diverse representation in the Senate; in all Senate standing committees and *ad hoc* committees; and for all university-wide committee representatives appointed by the senate
6. Consider establishing goals related to diversity and inclusion among the Senate body.
7. Act on other matters as may be referred to it by the Staff Senate.

Additional guidelines for CARE may be found in the committee's charter. At the beginning of each Senate year, the committee charter will be reviewed by the standing committee. Any edits must be presented to the Executive Committee. If approved, the edits must then be presented to the General Body to be read into the record.

Section 2. Composition

Please refer to CARE Committee Charter for details regarding composition.

Section 3. Reports

Each month the Chair of the Committee will present monthly committee reports to the EC and will then submit these minutes to the Staff Senate Support Person for inclusion in the agenda for the general body meeting. Please see CARE Committee Charter for additional information

ARTICLE XI - AMENDMENTS TO THE BYLAWS

Section 1. Petition

Section 2. Periodic Review

Section 3. Process

Section 4. Effective Date

Section 1. Petition

~~Any proposal to amend these Bylaws shall be submitted by a written petition signed by two Senators of the Staff Senate at any General Body meeting of the Staff Senate.~~

Any proposal to amend these Bylaws shall be submitted to the Executive Committee, for review and feedback, via email two weeks prior to any General Body meeting of the Staff Senate. The Executive Committee will provide feedback, before it will be submitted to the General Body of the Staff Senate a week before the next meeting of the General Body of the Staff Senate.

Section 2 Periodic Review

An Ad Hoc Bylaws Committee should convene every five (5) years to review the Staff Senate Bylaws for periodic updates. The committee will review the bylaws and propose amendments to the bylaws. These proposals will be sent to the Executive Committee for review and approval. Once approved, the amendments will be presented to the full Senate, per the process described in Article XI, Section 3.

Section 3. Process

~~Amendment(s) to the Bylaws will be presented to the full Senate. The floor is then opened for motion(s) regarding proposed amendment(s). If motion is seconded, then the proposed~~

~~amendment(s) will be open for discussion and vote. Once the voted on amendment(s) have been incorporated into the amendment(s), the amendment(s) to the Bylaws shall be read into the record at three consecutive meetings of the Staff Senate. Upon the third reading, the amendment(s) to the Bylaws shall become final.~~

~~These Bylaws may be amended by a majority vote of those members present and voting at a meeting of the Staff Senate at which a quorum is present, provided that at a previous meeting the proposal to amend has been approved by a majority vote of the Staff Senate.~~

Petitioned amendment(s) to the Bylaws will be presented to the full Senate. The floor is then opened for discussion and motions(s) regarding proposed amendment(s). If a motion is seconded, then the proposed amendment(s) will be open for discussion and vote. Any voted-on amendment(s) that pass, will be added to the petitioned amendment(s). The finalized petitioned amendment(s) will then be read into the record for final discussion and voting at the next General Body meeting of the Staff Senate.

These Bylaws may be amended by a majority vote of those members present and voting at a meeting of the Staff Senate at which a quorum is present.

Section 4. Effective Date

Approved amendments in accordance with Section 23 above, shall become effective upon the ~~third reading into the Staff Senate record~~ vote of the finalized petitioned amendment(s).