Articles and Bylaws of University of Montana Staff Senate

Preamble and Mission Statement

We, the staff of the University of Montana, in order to improve the organization and define the duties, authority, and responsibility of staff, adopt these Articles of staff organization providing for the establishment of a Staff Senate and necessary staff committees.

University of Montana Staff Senate facilitates communication, cooperation, and engagement between the administration and the staff of the University of Montana. Staff Senate promotes and works to improve the working conditions and professional welfare of UM's staff – “The Heart of the Grizzly.”

Article I: The Staff

Section 1 – Senate Eligibility

Staff eligible for Staff Senate election include all permanent staff members who are employed at UM and (are):

1. Working half-time (0.5 FTE) or greater
2. A current Staff Senator who accepts a temporary position within UM (until the end of their term or until the Senator leaves UM employment)
3. Not contracted administrators
4. Not contract professionals
5. Not individuals on letters of appointment
6. Not faculty
7. Do not meet condition (1), (3), or (6) for the year following the election

Section 2 – Shared Governance

The University President has general direction, management, and control of the University, subject to the authority of the Board of Regents of Higher Education. Staff provide a valuable voice in shared governance through consultation and collaboration with the administration. It is the purpose of these Articles to provide the means by which staff promote the welfare of the University of Montana.

Section 3 – Assembly of Staff

The staff shall meet as often as necessary to hear and consider reports from its representatives, or for other purposes.

Article II: The Senate

Section 1

There is hereby established a Staff Senate, to which the staff delegates the authority and power of action, subject to the limitations herein specified.

Section 2 – Membership

• The Staff Senate shall consist of staff members elected to proportionately represent – to the best of our ability – these seven (7) Equal Employment Opportunity (EEO) categories and Missoula College.
a. Category 3 – Professionals
b. Category 4 – Technicians
c. Category 5 – Sales Workers
d. Category 6 – Administrative Support Workers
e. Category 7 – Craft Workers
f. Category 8 – Operatives
g. Category 9 – Laborers and Helpers
h. Category 10 – Service Workers
i. Missoula College – Recruitment will include outreach to try to fill at least one Senator from this campus each year, who will represent all Missoula College staff regardless of EEO category

- Each voting group shall be entitled to proportional representation in the Senate based upon the relative numerical strength of each group.
- Members of the Senate shall be elected for two-year staggered terms, the terms of approximately one-half of the members expiring each year.
- No member of the staff shall be eligible to serve more than three consecutive full terms.
- A current Staff Senator who accepts a position as Letter of Appointment or Contract Professional can call for a vote of the Senate for approval to complete the year in which the classification changes.
- The term of any Senator whose employment category changes out of the category for which elected shall complete their term in the original category.

Section 3 – Annual Cycle, Officer Election

The Senate year shall follow the University’s fiscal year, which ends on June 30.

Following the annual election of members of the Senate, the last order of business at the June meeting is the reorganization of the Senate. The current and new Senators shall elect the Chair-Elect, Secretary Finance Officer, Historian, and Parliamentarian (optional) from among the members of the newly constituted Senate. The Chair-Elect from the previous year shall assume the position of Senate Chair. The outgoing Chair shall not be an Executive Officer for at least one year after service as the Chair. The Executive Officers serve one-year terms beginning the July meeting.

Section 4 – Senate Responsibilities

- Examine and safeguard the wellbeing of the University and staff
- Disseminate information of critical interest to staff
- Enhance the visibility of staff on campus and within the community
- Provide a forum for staff to discuss issues facing the University and higher education in the state of Montana
- Make all regulations for its own proceedings, consistent with the policies of the University, the Board of Regents of Higher Education, and collective bargaining agreements
- Represent the views and concerns of staff to the administration of the University, the Commissioner of Higher Education, the Board of Regents, and the Montana University System Staff Association (MUSSA)
- Make recommendations to the administration and, if applicable, through them to the Board of Regents of Higher Education as well as unions regarding matters of critical concern to the welfare and administration of the University
• Provide staff representatives to University and MUS committees
• Collaborate with the campus community to create a spirit of unity, pride, and
  support staff development initiatives

Section 5 – Meetings
• The Senate shall meet at least once each month.
• Pursuant to Montana State law, Staff Senate meetings shall be open to the public.
• Any staff member, student, or member of the public shall have the privilege of the floor and
  right to speak only upon invitation of the Chair.
• The President, or the Chair of the Senate, may call a special meeting when necessary.
• Staff Senate meetings may be cancelled due to quorum not being met.

Section 6 – Rules of Order

1. Voting:
   If requested by one member of the Senate, voting at a meeting of the staff shall be by secret
   ballot. All election votes will be conducted by secret ballot.

2. Quorum:
   A quorum consists of a simple majority of elected members of the Senate. The phrase “voting
   quorum present” means those present and voting, assuming the presence of a quorum. The
   Senate shall take no action or decision except upon affirmative vote of a majority of those
   present, assuming a quorum is present.

3. Suspension of the Rules:
   • Temporary suspension of a Bylaw or of adopted rules of procedure at any meeting shall
     require a two-thirds (2/3) vote of the voting quorum present.
   • Except by vote of two-thirds (2/3) of the voting quorum present, the Staff Senate shall take
     no action except that which relates to parliamentary procedure or have been described in
     an agenda for the meeting distributed to members of the staff and unless it shall also have
     been considered by the appropriate committee.

Section 7 – Procedures
The Senate shall set its own procedures according to these Articles and Bylaws.

Article III: Committees

Section 1
The Senate may establish committees composed of its membership, or of staff members at large, to
assist in the discharge of its powers and duties. The Senate shall define the powers, duties, and
responsibilities of each such committee.

Each Staff Senator shall serve on at least one committee.

Section 2 – Executive Officers
• At the annual organizational meeting, the Senate shall elect Executive Officers as provided in the
  Bylaws.
• The Executive Committee consists of the Senate President (Chair), Vice President (Chair-Elect),
  Secretary, Finance Officer, Historian, and Parliamentarian (optional).
The Executive Officers serve in an executive capacity between meetings of the Senate and report their actions to the Senate no later than the next Senate meeting.

The Chair of the Senate is a voting member and Chair of the Executive Committee.

The Executive Committee shall consult and advise the Administration regarding matters affecting the Staff. It shall make recommendations regarding the composition of University Committees and consult with the University President about matters that directly affect staff of the University. The Executive Officers shall advise the Administration and the Senate relative to policies affecting the welfare of staff and the University.

The Executive Committee shall have the power to form ad hoc committees to study any problem of concern to staff.

Executive Officers cannot serve simultaneously as an Officer of Staff Senate and as an Officer of a labor union.

Each Senate committee shall have at least one member of the Executive Committee acting as liaison.

Section 3 – Standing Committees of the Senate

1. The standing committees of the Staff Senate are:
   - Executive Committee
   - Bylaws and Resolutions Committee
   - Communications and Visibility Committee
   - Data and Research Committee
   - Outstanding Staff Award Committee
   - Professional Development Committee
   - Scholarship Committee
   - Wellness and Retention Committee

2. The standing committees shall have the power to form ad hoc subcommittees to study specific problems in their respective areas of responsibility.

3. All standing committees other than the Executive Committee shall select their own chairs. When ad hoc committees are formed without a designated chair, the chair will be selected by its members.

Section 4 – University Committees

Chairs or designees of University Committees are invited to provide updates to the Staff Senate as appropriate.

Article IV: Enactment and Amendment

Section 1 – Enactment

These Articles shall become effective when approved by an affirmative vote of two-thirds (2/3) of Staff Senators.

Section 2 – Amendment

Amendments to the Articles or Bylaws may be proposed by (a) any member of the Senate, or by (b) request from any UM staff member. Approval by the Senate may occur in a duly announced meeting of the Senate or by online voting. A duly announced vote for amendments, repeal, or adoption of new Articles or Bylaws requires a two-week notice to UM Staff and proposed Articles and Bylaws must be
Amendments become effective upon an affirmative vote of two-thirds (2/3) of elected Senators.

**Bylaws I: Membership of the Senate**

**A. Eligibility to Serve**

A staff member is eligible to serve under Article I in the Senate if:

1. Their voting group has a vacancy or they are willing to serve for another voting group, and
2. Their election to the Senate would not be in conflict with Article II, Section 2 – Membership.

**B. Elections – Delegation of Authority**

General responsibility for conducting the election of Staff Senators is hereby delegated to the Executive Committee. The Executive Committee shall follow the election procedures set out in the Staff Senate Procedures Manual.

**C. Voting Groups**

The voting groups are in alignment with Article II, Section 2 – Membership.

**D. Vacancies**

Vacancies that occur after the annual election can be filled by vote. Eligible staff members, as defined by Article I, Section 1 – Senate Eligibility, or Staff Senators having served three (3) consecutive terms, who are interested in filling a vacant Staff Senate seat may self-nominate and serve as a Staff Senator by vote. Self-nominees must receive approval from the Chair of the Staff Senate and be in attendance for the vote. A two-thirds vote by the Staff Senate is required for the self-nominee to fill a vacant seat for the remainder of the year. Senators voted in may serve beyond the year if they self-nominate for the following annual election cycle.

**E. Responsibilities of the Senate**

The duties of the Senate are those defined in Article II, Section 4 – Senate Responsibilities. Through the Executive Committee, the Senate may establish procedures necessary to carry out these duties. The Executive Committee shall maintain procedures necessary for the Senate and all Senate committees and subcommittees to efficiently carry out their responsibilities.

**F. Officers of the Staff Senate**

1. **President (Chair)**

   **Assumption of Duties**

   The Vice President (Chair-Elect) assumes the responsibilities of President (Chair) at adjournment of the June meeting.

   **Responsibilities**

   - Preside over meetings of the Staff Senate and the Executive Committee
   - Represent staff in matters of University governance and campus activities
   - Advocate for staff in all University matters
   - Serve on the University President’s Cabinet
   - Serve on the Shared Governance Committee
   - Represent staff at the commencement ceremony
• Represent staff in matters before the Commissioner of Higher Education and Board of Regents
• Attend Board of Regents meetings as designated by the Commissioner
• Serve as, or appoint a designee to serve as, a University of Montana co-representative and liaison for affiliated campuses on the Montana University System Staff Associations (MUSSA) committee
• Serve as liaison to the University President’s Office’s administrative assistant supporting the Staff Senate
• Facilitate ongoing strategic planning for Staff Senate
• Prepare and/or maintain instructional/procedural material for successor to continue the duties without interruption or unnecessary loss of efficiency

2. Vice President (Chair-Elect)

Election
Senators shall elect a Vice President (Chair-Elect) at the last Senate meeting of each Senate year provided in Article II, Section 3 – Annual Cycle, Officer Election. Special elections for a new Chair-Elect shall be held when necessary. A Senator may run for Vice President (Chair-Elect) any time after serving their first year and prior to the second year of their third consecutive term. The Vice President (Chair-Elect) shall serve a one-year term and then shall move into the office of President (Chair) for the following year.

Responsibilities
• Understudy the Chair in conducting Staff Senate Business
• Serve as acting Chair in the Chair’s absence
• Serve as a voting member of the Executive Committee
• When possible, attend monthly meetings with the University President and other meetings where the Chair represents the Senate
• Serve on the University Planning Committee
• Serve on the Shared Governance Committee
• Serve on Staff Senate Bylaws and Resolutions Committee
• Serve as, or appoint a designee to serve as, a University of Montana co-representative and liaison for affiliated campuses on the Montana University System Staff Associations (MUSSA) committee
• Welcome guests to Staff Senate meetings
• Participate in ongoing strategic planning for Staff Senate activities
• Prepare and/or maintain instructional/procedural material for successor to continue the duties without interruption or unnecessary loss of efficiency
• Assume the duties and title of Chair for the rest of the Chair’s term as well as the term for which they are elected if the Chair becomes unable to serve. If the Chair-Elect assumes the duties of Chair, a new Chair-Elect shall be elected
• Facilitate the election of Officers at the June Staff Senate meeting

3. Finance Officer

Election
Senators shall elect a Finance Officer at the last Senate meeting of each Senate year provided in Article II, Section 3 – Annual Cycle, Officer Election. Special elections for a new Finance Officer shall be held when necessary.
Responsibilities

- Establish Staff Senate budget in collaboration with the Executive Committee
- Maintain accounts and keep accurate records of all Staff Senate funds via University systems (e.g., Banner, UMDW, UApprove)
- Serve on the University Budget Committee
- Serve as liaison to fundraising activities and the Staff Senate Scholarship committee
- Submit fiscal reports to the Executive Committee
- Provide financial updates at Staff Senate meetings
- Process accounts payable and receivable
- Ensure the budget is balanced
- Participate in ongoing strategic planning for Staff Senate activities
- Prepare and/or maintain instructional/procedural material for successor to continue the duties without interruption or unnecessary loss of efficiency

4. Secretary

Election

Senators shall elect a Secretary at the last Senate meeting of each Senate year provided in Article II, Section 3 – Annual Cycle, Officer Election. Special elections for a new Secretary shall be held when necessary.

Responsibilities

- Record the business of the Staff Senate and the Executive Committee
- Call roll and tally votes of the Senate
- Create and distribute online meeting link
- Draft meeting minutes
- Amend minutes to be posted on the website
- Notify Vice President (Chair-Elect) of Senators that have two or more unexcused absences
- Maintain attendance roster
- Serve on the University Assessment and Accreditation Committee
- Participate in ongoing strategic planning for Staff Senate activities
- Prepare and/or maintain instructional/procedural material for successor to continue the duties without interruption or unnecessary loss of efficiency

5. Historian

Election

Senators shall elect a Historian at the last Senate meeting of each Senate year provided in Article II, Section 3 – Annual Cycle, Officer Election. Special elections for a new Historian shall be held when necessary.

Responsibilities

- Collect and organize Staff Senate records
- Add Staff Senate minutes, agendas, resolutions, and other pertinent documents to the university repository
- Ensure Staff Senate repository material has met or exceeded accessibility standards
- Determine which material is appropriate to place and maintain in the repository for posterity, in collaboration with the Library Faculty who oversee the repository
- Prepare and/or maintain instructional/procedural material for successor to continue the duties without interruption or unnecessary loss of efficiency
- Prepare historical reports as needed
- Digitize records as needed

6. Parliamentarian (Optional)

Election
The Executive Committee may choose to have a Parliamentarian as an Executive Officer. If the position is deemed necessary, Senators shall elect a Parliamentarian at the last Senate meeting of each Senate year provided in Article II, Section 3 – Annual Cycle, Officer Election. Special elections for a new Parliamentarian shall be held when necessary. If a Parliamentarian is not elected, the Chair serves this function.

Responsibilities
- Provide orderly structure to follow in elections and meeting proceedings
- Is knowledgeable about the Staff Senate Articles and Bylaws and directs Senators to appropriate sections as necessary
- Is familiar with the simplified version of Robert’s Rules of Order

G. Election of Officers

- Information regarding the responsibilities of the Staff Senate Officers shall be disseminated to Senators in April.
- Nominations for Staff Senate Officers shall occur at the May meeting.
- Senators eligible for nomination must have served for at least one full year. If there are no nominations of Senators who have served a full year, then other nominations shall be considered.
- Senators who are nominated shall provide a summary of qualifications, which shall be distributed to current and new Senators in advance of the June meeting.
- Officers shall be elected at the June meeting by secret ballot.
- Incoming, current, and outgoing Senators who attend the June meeting may vote for Officers. Senators not present may vote by proxy in advance of the meeting.

H. Vacancy of Officer Seats

A vacancy in the office of the President (Chair) shall be filled by the Vice President (Chair Elect). Other Executive Committee vacancies shall be open to nominations and election by the Staff Senate.

I. Removal of Officers

Officers of the Senate may be removed for failure to perform their responsibilities by an affirmative vote of at least two-thirds (2/3) of the Senate membership.
J. **Other Staff Senate Duties**

1. **Staff Senate Administrative Duties**
   
   Staff Senate administrative duties are shared among the Staff Senate Executive Officers who may delegate tasks as necessary to Senators and standing committees.
   
   **Responsibilities**
   
   • Check and respond to messages in the Staff Senate email
   • Verify Staff Senate webpage functionality and accessibility compliance
   • Maintain Staff Senate online public calendar
   • Prepare reports as needed for entities of importance such as the Montana University System, Office of the University President, Shared Governance
   • Schedule appropriate venues for Senate meetings and events

2. **Online Moderator Duties**
   
   **Responsibilities**
   
   • Provide welcoming atmosphere to Senators and guests participating online
   • Take attendance of online participants and share with Senate Secretary
   • Monitor chat and answer questions as necessary
   • Alert the in-person meeting room if necessary
   • Troubleshoot any tech issues as necessary
   • Track online votes, if necessary, and share with Senate Secretary
   • Share chat record with Senate Secretary

**Bylaws II: Rules of the Senate**

A. **Parliamentary Procedure**

   In matters of parliamentary procedure, the Staff Senate shall follow a simplified version of Robert's Rule of Order, except as otherwise provided by its Articles or Bylaws. The Staff Senate Chair makes the final determination regarding questions of parliamentary procedure, unless a Parliamentarian has been elected.

B. **Order of Business**

   The Order of Business in meetings of the Staff Senate shall normally be as listed, but may be changed at the discretion of the Chair.

   • Call to Order
   • Roll Call
   • Quorum Present
   • Approval of Minutes
   • Announcements
   • Guests/Presentations
   • New Business
   • Presentation of Financial Statement
   • Reports of Standing Committees
   • Public Comment
   • UM Minute, Kudos, General Informational Updates
   • Adjournment
C. Meeting Dates

The Senate shall meet the second Wednesday of each month. The regular meeting time may be changed to accommodate a legal holiday or other exigent circumstances. If a change in this schedule is necessary, the Chair shall inform each member of the Senate by e-mail at least one week prior to the date of a canceled or rescheduled meeting, whichever is earlier.

The Senate President may call a special meeting when necessary.

D. Agenda

Agenda item ideas may be sent to the Executive Committee for their consideration. The agenda shall be created by the Executive Committee. It shall be distributed to Senators and posted on the Senate’s website or the Senate’s online public calendar at least three business days prior to the meeting, if possible. In exigent circumstances, items that require immediate action may be added to the agenda after it has been posted. Such items may be added by the Chair after consultation with the other Executive Officers. An amended agenda must be distributed to Senators and posted on the Senate’s website or the Senate’s online public calendar immediately when items are added.

Items requiring a vote may not be added to the agenda less than two business days prior to the meeting. If there are items which require a vote, they shall be noted when the agenda is distributed. Adherence to the timeline listed in Article IV, Section 2 – Amendment shall be maintained when voting on Staff Senate Articles and Bylaws.

E. Attendance

The attendance of Senators at Staff Senate meetings is a matter of public record. Regular participation in Staff Senate meetings and committee meetings is expected. If a Senator is unable to attend an upcoming Staff Senate meeting, the Senator shall give prior notice to the Executive Committee. More than three (3) unexcused absences (i.e. without prior notice) in a given academic term may result in removal from the Senate for the remainder of the term. In this event, the seat shall be declared vacant and a replacement may be appointed by the Staff Senate President, with the consent of Staff Senate.

A Senator who has been removed from the Senate due to unexcused absences is eligible to serve again after they have sat out for their original length of term. If they would like to serve again sooner than that and a seat is available, they may petition the Staff Senate President, who shall take the petition to the Executive Committee.

F. Executive Session

1. Definition

The Senate may go into Executive Session to discuss matters that require confidentiality or to protect individual privacy as provided by Montana law. Only Senators, Officers, necessary Senate staff, and special invitees may attend the Executive Session.

2. Calling Executive Session

Prior notice of Executive Session shall be given in the meeting agenda as distributed under Bylaws, Section II, Item D – Agenda.

If an item is raised during a Staff Senate meeting and it is clear that an Executive Session is necessary to protect confidentiality or individual privacy, a motion for Executive Session may be
made from the floor. On an affirmative vote of the majority of the voting quorum present, the Senate shall go into Executive Session.

Bylaws III: Committees

A. Standing Committees of the Staff Senate

1. Standing Committee Operating Rules

   - Except for the Executive Committee, all standing committee members are self-nominated or selected by the Executive Committee.
   - Except for the Executive Committee, committees and subcommittees shall select their own Chairs.
   - The Chair shall be a current Senator.
   - The Chair shall assume the position of Chair at the first meeting of the year.
   - The Chair shall consult with the Executive Committee throughout the year and inform the Staff Senate on matters of interest.
   - The committee Chair or the Chair’s designee is the official spokesperson for committee business.
   - Each committee shall meet as often as needed to complete their responsibilities.
   - Each committee shall establish regular meeting times and places to facilitate Executive Committee and administrative support.
   - Each committee shall adopt operating procedures and guidelines, which shall be incorporated into the Staff Senate Procedures Manual.
   - Each committee shall review their operating procedures and guidelines annually and provide changes to the Senate. The Senate shall approve committee procedures that require the Senate to vote.
   - Each committee shall provide the Senate with a verbal report of its activities during regularly scheduled Senate meetings. A written report may be submitted in lieu of a verbal report.

2. Executive Committee

   Membership

   - Consists of the President (Chair), Vice President (Chair-Elect), Secretary, Finance Officer, Historian, and Parliamentarian (optional)

   Responsibilities

   - Provide Staff Senate leadership to assure timely and effective work of the Senate
   - Carry on the interim business of the Staff Senate between regular meetings
   - Represent the Staff Senate at meetings with the University administration, ASUM, Faculty Senate, the Commissioner of Higher Education, and the Board of Regents
   - Form ad hoc committees and task forces
   - Solicit members for committees
   - Select members for committees, when necessary
   - Investigate, analyze, and inform Staff Senate of all legislative actions relevant to the University and of specific interest to the Staff
   - Act as a liaison between Staff Senate and other committees working on legislative issues
   - Carry out responsibilities as assigned in Bylaws I, Section F – Officers of the Staff Senate
3. **Bylaws and Resolutions Committee**

**Membership**
- Minimum of two Senators

**Responsibilities**
- Help coordinate the Staff Senate election process in accordance with Bylaws I, Section B.
- Elections – Delegation of Authority
- Help coordinate the election of the Executive Officers
- Review resolution proposals and communicate with proposal author(s)
- Assist resolution proposal author(s) in finalizing resolutions prior to consideration and vote by the full Staff Senate
- Review the Staff Senate Articles and Bylaws for potential updates at least every two (2) years
- Be knowledgeable on Staff Senate Articles and Bylaws to assist Executive Officers with adherence to the items herein

4. **Communications and Visibility Committee**

**Membership**
- Minimum of two Senators

**Responsibilities**
- Promote the visibility and contributions of classified staff to the on-campus and off-campus communities
- Coordinate Staff Senate public relations and social programming
- Support Staff Senate fundraising efforts as needed
- Develop and maintain an internal communication plan for events, news, requests, and other information related to Staff Senate and staff interests

5. **Data and Research Committee**

**Membership**
- Minimum of two Senators

**Responsibilities**
- Support other Committees through assistance with research and data collection
- Conduct surveys of UM staff on issues of importance as identified by the Staff Senate
- Construct and cultivate a Resource Library for further research purposes

6. **Outstanding Staff Award Committee**

**Membership**
- Minimum of two Senators

**Responsibility**
- Select the winners of the Excellence in Job Performance Award and the Campus Interaction and Meritorious Job Performance Award
- Provide the University of Montana’s nominees to MUSSA for the Board of Regents’ Award for Excellence in University System Citizenship
7. **Professional Development Committee**

   Membership
   • Minimum of two Senators

   Responsibilities
   • Enhance and promote professional development activities for staff
   • Collaborate with campus entities to create accessible trainings and programs to enhance
     the professional development of staff
   • Fundraise, as needed, to support the efforts of the committee

8. **Scholarship Committee**

   Membership
   • Minimum of two Senators

   Information
   • The Staff Senate Scholarship is provided by donations made by several entities at the
     University of Montana. The account is kept by the UM Foundation. The donors set the terms
     of the scholarship and application requirements.

   Responsibilities
   • Solicit funds for Staff Senate Scholarship
   • Advertise Scholarship to garner applications
   • Update and maintain the Scholarship in the scholarship portal
   • Follow established criteria and guidelines for awarding the Scholarship
   • Select the Scholarship recipient(s)
   • Publicly acknowledge the recipient(s)

9. **Wellness and Retention Committee**

   Membership
   • Minimum of two Senators

   Responsibilities
   • Enhance and promote staff wellness and retention activities for staff
   • Collaborate with campus entities to create and support wellness and retention programs
     for staff

**Bylaws IV: Code of Conduct**

A. **Code of Conduct**

   • While representing the Staff Senate, Senators will conduct themselves in a way that embodies
     and promotes honesty, integrity, accountability, rights, and responsibilities associated with
     constructive citizenship.
B. Grievances

- Any Senator who wishes to file a grievance against another Senator for acting against the Bylaws IV, Section A – Code of Conduct may submit a written/emailed grievance to the Executive Committee.
- The Executive Committee shall examine the grievance in an Executive Session of only Executive Officers and decide what action, if any, is warranted. All rulings made by the Executive Committee shall be subject to Senate approval by a two-thirds (2/3) majority vote.

Bylaws V: Amendment

These Bylaws may be amended or repealed in accordance with Article IV, Section 2 – Amendment.