

By-laws Proposal – Chapter I – Article III - Membership (Proposed 1/26/2022)

Current By-laws (ratified 12/15/2021)

Chapter I - ARTICLE III - MEMBERSHIP

Section 1 - Academic Staff Assembly Members

The Academic Staff Assembly shall have a total of sixteen (16) elected members. One member is elected as Vice Chair of the assembly. Of the fifteen (15) remaining members, at least six (6) will be instructional academic staff and six (6) will be non-instructional academic staff. There can be no more than seven (7) members from either the instructional academic staff or the non-instructional academic staff.

Constituency	Members
Division of Academic Affairs	2
Division of Student Affairs	2
College of Arts & Communication	1
College of Business & Economics	1
College of Education & Professional Studies	1
College of Integrated Studies	1
College of Letters & Sciences	1
School of Graduate Studies	1
At-Large	6
	16

Proposed Version (1/26/2022):

Chapter I - ARTICLE III - MEMBERSHIP

Section 1 - Academic Staff Assembly Members

The Academic Staff Assembly shall have a total of sixteen (16) elected members serving two-year terms, with eight (8) of those seats up for election each spring. Assembly membership should broadly represent the campus community. The Elections Committee is charged with striving to maintain that balance, including equal representation between Academic Staff and Instructional Academic Staff, specific representation of each College, and general representative distribution among campus reporting areas.

The ASA Elections Committee shall use the process below to fill seats available through the expiration of a two-year term.

A. Review of Available Seats

- i. Establish distribution and constituencies of filled seats, defined as representatives completing the first year of their two-year term.
- ii. Work with appropriate administrators to determine the numbers and reporting distribution of Academic Staff and Instructional Academic Staff eligible to vote in ASA elections as of October of the current academic year.
- iii. Make recommendations to designate any available seats as open to specific constituencies.
- iv. Make recommendations to designate any available seats as open to specific constituencies, making every effort to ensure a balance between Academic Staff and Instructional Academic Staff that doesn't fall below a ratio of 7:9.

B. Solicitation of Nominations

- i. Seek nominations for available seats from among all Academic Staff and Instructional Academic Staff eligible to vote.
- ii. Eligible individuals may nominate themselves or, if nominated by another individual, accept the nomination in order to be included on the ballot.
- iii. Self-nominations or nomination acceptances will include instructional status and a description of reporting areas and appointment percentages, along with any other information deemed necessary by the Elections Committee.
- iv. In the event that specific outreach needs were identified during the Review process, the Elections Committee will use a specific list of qualified staff from the identified area to solicit nominations using outreach method(s) deemed appropriate by the Elections Committee and the Executive Board.

C. Elections

- i. Eligible voters will be presented with a slate of all nominees, including their names, instructional status, reporting areas, and constituency area(s) if applicable.
- ii. Anonymous voting will be completed using a ranked choice system including an individual voter option to opt out of voting for any number of specific candidates.
- iii. The Elections Committee will first review the results of each available seat designated to specific constituencies, awarding the available seat to the nominee designated as the winner using an instant runoff vote system.

- iv. Once seats designated for specific constituencies have been awarded, the Elections Committee will designate any remaining available seats as “At-Large,” and will award them as above.
- v. Elections results will be presented to the ASA for ratification in accordance with Chapter I, Article IV of the by-laws.
- vi. Once the electoral process is complete, the Elections Committee will update a constituency list, ensuring that all academic staff are assigned at least one specific point of contact within the Assembly.

Current By-laws (ratified 12/15/2021)

(For reference only- no changes proposed to Sections 2-5)

Section 2 - Limit Upon Number of Academic Staff Assembly Members

There shall be no more than two (2) representatives to the Academic Staff Assembly from any one (1) operational unit.

Section 3 - Term of Office

Each member of the Academic Staff Assembly shall be elected to a two-year (2) term of office.

Section 4 - Consecutive Terms

An academic staff member may serve an unlimited number of consecutive terms. A term is defined as twenty-four (24) months beginning with the first Academic Staff Assembly meeting in May following elections. A person/appointed to fill a vacant term may be a candidate in the next scheduled election.

Section 5 - Academic Staff with Split Appointments

An academic staff member holding an appointment in two or more designated areas may only be a candidate for election in the area of the higher percentage. If the academic staff member holds a fifty (50) percent appointment in two areas, the Elections and Balloting Committee, in consultation with the candidate, shall authorize the specific area for elected representation. Once an individual academic staff member with a split appointment has been designated to a specific area by the Elections Committee, that designation may not be changed unless the appointment of the individual is revised committee's membership.