

**UNIVERSITY OF NEW MEXICO STAFF  
COUNCIL CONSTITUTION**

**ARTICLE I: NAME**

The name of the organization is the University of New Mexico Staff Council.

**ARTICLE II: STATEMENT OF PURPOSE**

**Section 1. Purpose.** The purpose of the University of New Mexico Staff Council is to represent the interests of all staff, and to serve as an important source of input into the issues and decisions of the University as they relate to the general welfare of the staff of the University of New Mexico (UNM). The Staff Council shall represent UNM staff to the University administration, and the Staff Council president shall serve as an advisory member of the Board of Regents.

**Section 2. Authority.** The Staff Council shall not replace or supersede the UNM Personnel Policies and Procedures but shall make recommendations to adopt or amend such policies and procedures. The Staff Council shall make recommendations regarding conditions of employment and shall work toward improving wages, hours and conditions of employment for the staff. UNM staff may participate, as individuals, in the Staff Council notwithstanding their employment in a position subject to a collective bargaining agreement. The Staff Council shall not supersede or replace collective bargaining units officially recognized by the University, nor shall it have any authority with respect to University collective bargaining agreement.

**ARTICLE III: MEMBERSHIP**

**Section 1. The University Staff**

- (A) Any staff member employed by UNM in a regular, contract, or term position; who is at least half-time status; and who has worked at the University for at least six months is eligible both to run for membership on the Staff Council and vote for staff councilors, except those employed at the UNM branch campuses. The Council encourages full and equal participation and no staff member shall be denied full and equal participation for reasons of race, color, national origin, religion, ancestry, sex, age, physical and mental disability, serious medical condition, spousal affiliation, sexual orientation and gender identity.
- (B) The UNM Staff Council shall be composed of 60 elected representatives from among staff. Each grade of staff shall have representation. The total number of representatives from the grades shall be 30 and shall be elected in odd numbered years. Each staff precinct, as determined by the Staff Council, shall have representation. The total number of representatives from the precincts shall be 30 and shall be elected in even-numbered years.
- (C) A councilor may be removed for cause (malfeasance, misfeasance or nonfeasance) by an affirmative vote of forty councilors.
- (D) Persons eligible to vote in Faculty elections shall not be considered staff. Staff holding temporary part-time faculty appointments shall be considered staff for purposes of this article.

**Section 2. Ex-Officio Members.** The Presidents, or their designees, of the Associated Students of UNM (ASUNM), Graduate Students Association (GSA), Faculty Senate, and the Alumni Association may be *ex-officio* members of the UNM Staff Council without vote.

**Section 3. Administrative Staff Liaison.** The President of the University shall designate a senior member of his administrative staff to serve as a liaison to the Staff Council.

#### **ARTICLE IV: ELECTIONS AND VACANCIES**

Elections shall be held in the spring semester. Elected members shall serve two-year terms. In the event of a vacancy in a seat on the Staff Council, the Speaker shall nominate a replacement from among the staff members in the vacant grade or precinct. Nominees shall require an affirmative vote of two-thirds of the Council members present before they are seated. Nominees shall serve for the remainder of the elected term to which they are appointed. The Council may adopt appropriate rules to carry out and enforce this article.

#### **ARTICLE V: OFFICERS**

**Section 1.** The Staff Council shall elect from its membership a President, a President-Elect, a Speaker and a Treasurer.

**Section 2.** The President shall serve as the Council's external representative to the University Community.

**Section 3.** The Speaker shall preside at all meetings of the Staff Council and provide for the orderly control of those meetings.

**Section 4.** The Treasurer shall develop and maintain accounting procedures and records for approval by the Council.

**Section 5.** The President-Elect shall assist the President, and shall automatically succeed to the Office of the President should there be a vacancy in that Office. Upon the succession of the President-Elect to the Office of the President, the Staff council shall elect a new President -elect.

#### **ARTICLE VI EXECUTIVE COMMITTEE**

**Section 1.** An Executive Committee shall be established composed of Staff Council members, including the President, the President-Elect, the immediate Past President, Speaker, Treasurer, two Members-at-Large representing grades, and two Members-at-Large representing precincts.

**Section 2.** The Executive Committee shall set the agenda for all Staff Council meetings and represent Council decisions to the University. The Committee will receive issues for consideration of the Staff Council for entities outside the Council and make appropriate referrals to Staff Council committees. All referrals will be reported to the Council by the Speaker.

**Section 3.** Should a vacancy occur on the Executive Committee, the Staff Council will fill the vacancy at its next meeting.

**Section 4.** A Staff person shall be assigned as administrative support for the Staff Council for record keeping and reporting. The administrative support person shall be a non-voting member of the Executive Committee.

#### **ARTICLE VII: MEETINGS**

The Staff Council shall hold an annual organizational meeting in the spring for the election of officers.

#### **ARTICLE VIII: CONSTITUTION AND AMENDMENTS**

**Section 1. Constitution.** The Constitution shall become effective on the date of ratification. Ratification requires two-thirds approval by Council members present at the Council meeting called for ratification, majority approval by staff voting in the ratification election and approval by the Board of Regents.

**Section 2. Amendments.** Amendments to this constitution may be proposed by UNM staff at a regular Staff Council meeting. Ratification of an amendment requires approval by two-thirds of the Staff Council members present at the ratification meeting, and majority approval by staff voting in the ratification election, and approval by the Board of Regents. Amendments become effective on the date of ratification by the Regents.

**Section 3. Authority.** This Constitution, including all amendments, shall be subject to modification by and approval of the Board of Regents of the University.

Approved by the UNM Board of Regents September 8, 1992

Amended: August 10, 1993

Amended: September 13, 1994

Amended: May 10, 2011

Amended: February 14, 2017

Amended: November 17, 2017