

# **USA Constitution of the University Staff Assembly of California State University, Sacramento**

## [By-laws](#)

### **Article I: NAME**

The name of the body of non-academic staff employees, hereinafter referred to as the Staff, or staff employees at California State University, Sacramento, shall be the University Staff Assembly, hereinafter referred to as the University Staff Assembly or Assembly.

### **Article II: PURPOSE**

Within the framework of the California State Law, rules and policies of the Trustees of the California State University and Colleges, the provisions of Collective Bargaining and of the President of California State University, Sacramento, applicable to staff members, the University Staff Assembly shall:

1. Be an official organization of California State University, Sacramento, functioning as an advisory group to the President of California State University, Sacramento.
2. Be constituted to provide effective representation and deliberation for staff employees of the University on matters outside the scope of Collective Bargaining, which are of interest to the staff employees and the University.
3. Receive and evaluate suggestions and proposals submitted in writing by staff employees relating to matters outside the scope of Collective Bargaining.
4. Enhance relationships and communication for and between staff employees and the administration, faculty and students of the University on matters outside the scope of Collective Bargaining.
5. Propose and undertake programs and projects falling outside the scope of Collective Bargaining, designed to benefit the staff employees and the University.
6. Strengthen the staff employees' contribution to the academic community.
7. Assume authority and responsibilities and perform functions as may be designated by the President of California State University, Sacramento, to include assignment of all staff positions on campus committees.
8. Encourage and strengthen the development of staff representation at California State University, Sacramento.

### **Article III: RULES OF ORDER**

Parliamentary authority shall be governed by Robert's Rules of Order, revised, latest edition, in the conduct of the meetings of the University Staff Assembly and its committees unless otherwise provided in the Constitution or Bylaws.

## **BYLAWS**

The University Staff Assembly may adopt Bylaws consistent with this Constitution and establish its own rules of procedure.

### **Article IV: AMENDMENTS**

1. Amendments to this Constitution may be initiated and proposed by the USA Representative, as defined in the Bylaws, Article II.
2. Such amendments must be circulated to all Representatives at least ten (10) working days before they are voted upon.
3. Passage or ratification of an amendment shall require a two-thirds vote of the Representatives present, eligible and voting.
4. Amendments to this Constitution may be proposed by the President of the University following his determination that some portion(s) of the Constitution are not in conformance with California State Law or the adopted rules and policies of the Trustee of the California State University and Colleges.
5. Amendments shall become effective upon ratification.

University Staff Assembly

In witness whereof, the parties hereto have executed this Constitution this 8th day of July, 1985.

Members of the Advisory Committee

Donald R. Gerth

President

California State University

Revised October, 1998