

By-Laws
STAFF ADVISORY COMMITTEE
for the
College of Education
at
Georgia Southern University

ARTICLE I
(Name)

This organization shall be known as the Staff Advisory Committee for the College of Education.

ARTICLE II
(Definition)

Staff of the College of Education, herein after called Staff, are those employees who hold a regular classified position and those employees who hold a twelve-month professional/administrative appointment. A College of Education employee who holds faculty rank as well as a professional/administrative appointment in the College is a member of the Staff for the purposes of these By-Laws.

ARTICLE III
(Membership)

- Section 1. Members shall be elected by the Staff.
- Section 2. All Staff employees are eligible to be elected to the Staff Advisory Committee.
- Section 3. The Staff Advisory Committee shall have a maximum of five members. Members will normally be elected to two-year renewable terms with new or renewed terms beginning each year effective January 1.
- Section 4. Elections will be held in December. Two members will be elected in even numbered years, and three members will be elected in odd numbered years.
- Section 5. The Dean of the College of Education shall serve as an ex-officio member of the Staff Advisory Committee.

ARTICLE IV
(Purpose)

- Section 1. The general purpose of the Committee is to provide advice, guidance and support related to staff activities in the College of Education at Georgia Southern University. The Committee's role is advisory to the College's Dean in promoting and/or planning staff activities necessary for the operation and enhancement of the College.

ARTICLE V
(Officers)

- Section 1. The Chairperson of the Committee shall be elected by the membership and shall serve a one-year term. The Chairperson will chair meetings of the Committee and, with the input of the Staff of the College of Education, shall formulate meeting agenda.
- Section 2. Members of the Committee shall rotate monthly the task of taking minutes of meetings.

ARTICLE VI
(Sub-Committees)

Subcommittees and their chairs may be appointed by the Chairperson of the Committee upon recommendation by the full Committee.

ARTICLE VII
(Meetings)

- Section 1. The Committee will normally meet once per month on dates established by the Chairperson in consultation with the full membership. Subcommittees meet during part of a regular meeting or on other dates as appropriate. The format of meetings will vary depending on agenda and timing but will normally be open and informal to maximize discussion.
- Section 2. For the Committee as a whole and for subcommittees, a quorum shall consist of those members present at any called meeting. All called meetings shall be announced at least one week in advance.

ARTICLE VIII
(Amendments)

Amendments may be made at regular meetings of the Committee upon vote of the members present. All amendments must be authorized by the Dean, College of Education.

ARTICLE IX
(By-Laws)

Such by-laws may be adopted as from time to time shall be deemed advisable by this Committee. Said by-laws must be consistent with the purpose of the Staff Advisory Committee as stated in Article III and with the policies of the College of Education and Georgia Southern University.