

## **RATIONALE**

The Human Resources Committee has struggled to obtain quorum, largely because its membership is extremely large (see the 24 April 2019 standing committee report of the Human Resources Committee to University Council). To ensure it has the ability to conduct its business, this problem must be addressed.

## **PROPOSED CHANGES**

We propose moving to a senatorial model, in order to reduce the size of the committee. This move, and other updates, result in three major changes:

### *1. Membership*

- a. Each school or college receives one voting member on the Committee. Because of its size, Franklin College receives an additional, non-voting member.
- b. Staff Council receives one voting member on the Committee. Because of the size of their constituency, Staff Council receives two additional, non-voting members.
- c. The Associate Vice President of Human Resources remains as an ex-officio voting member of the Committee.

***EFFECT:*** (a) Committee size will fall from 28 voting members to 19 voting members. (b) Quorum now requires 10 members, instead of 15. (c) Voices of larger constituencies (e.g., Franklin College and Staff Council) are not lost, while simultaneously reducing committee size.

### *2. Member eligibility*

- a. Committee members, although still elected from their respective constituencies, no longer must also be elected members of the University Council.

***EFFECT:*** (a) The faculty and staff delegates to Council who represent smaller Schools, Colleges, units, or constituencies will not be overburdened with sub-committee membership responsibilities. (b) Opening membership restrictions also allows the faculty and staff to elect a voting representative that is able, willing, and committed to attending Committee meetings.

### *3. Duties*

- a. Streamlined the language and aligned it with the language Human Resources currently uses.

***EFFECT:*** Brings the duties of the Committee in line with the mission of the Office of Human Resources.

## **SOLICITED INPUT**

In preparing these changes, the Committee on Statutes, Bylaws, and Committees solicited and incorporated feedback from the following stakeholders:

- a. 2018-2019 Chair of the Human Resources Committee;
- b. Staff Council representatives; and
- c. The UGA Division of Human Resources.

It is our understanding that each of these stakeholders support this proposal.

## PROPOSED (REVISED) BYLAWS

### A. Membership

1. **Faculty:** The faculty of each School or College shall elect one voting member of the Human Resources Committee from among their respective faculties to serve a three-year term. The Franklin College of Arts and Sciences may elect an additional, non-voting member for a three-year term.
2. **Staff:** The Staff Council shall elect three staff members to serve a three-year term on the Human Resources Committee. Of these, the Staff Council will designate one of the elected members as a voting member, and the other two as non-voting members. If necessary, a non-voting member can, with authorization from the voting member, serve as vote proxy to the designated voting member.
3. **Administration:** The Associate Vice President for Human Resources shall serve as an ex-officio, voting member of the Human Resources Committee.
4. **Human Resources Committee Chair:** The Chair of the Human Resources Committee will have the following responsibilities: (a) to organize the time and place of committee meetings and advertise these meetings to all members; (b) to preside over committee meetings; and (c) to organize the election of the succeeding chair.
  - A. **Election.** The chair shall be elected each academic year from among the voting members serving on the Committee for that year, in accordance with the process outlined in the University Council bylaws. In the event of a tie on this vote, the previous Chair will break the tie.

Any chair will be eligible for re-election, provided they will serve as a committee member during the academic year for which they would be elected chair.

### B. Duties

1. To review and recommend policies related to faculty and staff:
  - a. benefits, including (but not limited to) those concerning leave, retirement, health and life insurance, and emeritus faculty;
  - b. diversity, equity, and inclusion;
  - c. training;
  - d. workplace concerns, including work-life balance; and
  - e. other human resource matters, as appropriate.

## CURRENT BYLAWS

### Human Resources Committee

#### C. Membership

**Faculty:** One voting member of the Human Resources Committee shall be elected from the faculty of each School or College, except for the College of Agricultural and Environmental Sciences (which shall have two members), the Franklin College of Arts and Sciences (which shall have four members), and the College of Education (which shall have two members). Faculty who represent Schools and Colleges shall be elected from and by the elected faculty members of the University Council representing those Schools and Colleges and shall serve three-year terms, even if their term of membership on the University Council expires prior to their term of service on this committee.

**Faculty elected under Part V, III, D:** Those elected under Part V, III, D shall elect one voting member from among themselves. This member shall serve a three-year term, even if this member's term on the University Council expires prior to the term of service on this committee.

**Staff:** Three staff members, elected by the Staff Council, shall serve three-year terms as voting members.

**Postdoctoral Appointee:** One postdoctoral appointee, elected by the Postdoctoral Association, shall serve a one-year term as a voting member.

**Administration:** The Associate Vice President for Human Resources shall serve as a voting member.

**Human Resources Committee Chair:** The Chair of the Human Resources Committee shall be elected each year from among the faculty and staff members on the Committee.

#### D. Duties

1. To review and recommend policies related to faculty and staff benefits, including but not limited to leave programs, retirement programs, health and life insurance programs, emeritus faculty benefits, and other human resource matters.
2. To review and recommend policies related to gender and equity issues.