

Attachment 3

BYLAWS

Committee on Personnel and Benefits
University of Colorado – Colorado Springs

(Adopted by P&B on January 22, 2013)

(Approved by FRA on)

Article I – Name

The name of this committee shall be the Committee on Personnel and Benefits (P&B). The Committee on Personnel and Benefits is an Executive Standing Committee of the UCCS Faculty Assembly (See Faculty Assembly By-laws Section VI).

Article II – Purpose

Purpose: The purpose of the Personnel and Benefits Committee is to advise Faculty Assembly on all personnel and benefit issues relevant and in the interest of the faculty at UCCS. The P&B committee analyzes, makes recommendations and related motions to the Faculty Representative Assembly. The Personnel and Benefits Committee coordinates its activities with the Faculty Council Personnel Committee.

Article III – Membership

This is a standing committee of the Faculty Assembly. See the Faculty Representative Assembly By-Laws Section VI B for the membership make-up of the Committee on Personnel and Benefits.

1. Vacancies shall be filled according to the Faculty Representative Assembly bylaws.
2. Members have a responsibility to attend regularly and participate. After three unexcused absences, the chair may request replacement of the committee member.
3. At least one member shall serve as the campus representative to any existing corresponding system-wide committee.

Article IV – Officers

The committee members shall elect a chair or co-chairs who shall assume office on the first of July.

The chair(s) has the following responsibilities:

1. Ensure that the committee meets regularly.
2. Notify committee members of agenda and meeting times.
3. Submit written committee reports to the Faculty Representative Assembly Executive Committee as directed by that committee.
4. Inform the Faculty Representative Assembly president of any vacancies that should be filled.

Article V – Meetings

Meetings shall be held once a month during the academic year or as needed.

1. All committee meetings shall be conducted according to the Rules for Small Committees as specified in the latest edition of Robert's Rules of Order.

Article VI – Source of Power

Constitution and Bylaws of UCCS Faculty Representative Assembly

Article VII – Amendments

These bylaws may be amended at any regular meeting by a quorum vote of the members present and entitled to vote provided the proposed change has been submitted to the members in writing at the previous meeting and all absent members notified that a vote will be taken at the next regular meeting.