The University of North Carolina
Staff Assembly

PROPOSED BYLAWS AMENDMENT

Name of Delegate_____Executive Committee_____ Date __01/12/11_____

Telephone (Work) _____ _____

Current Bylaws affected: Article___IV_____Section _____A, iii_____ Page ____3/5__

Current Wording The Secretary/Treasurer will be responsible for minutes of the meetings of the Assembly and the Executive Committee. The Secretary/Treasurer will be responsible for communication of Staff Assembly business to delegates and the University staff through appropriate means. The Secretary/ Treasurer shall be the custodian of any funds allocated to the Assembly.

Proposed Bylaws Amendment (Please state wording exactly as you wish it to appear)
The Secretary/Treasurer will be **responsible for minutes of the meetings of the Executive Committee**. The Secretary/Treasurer will be responsible for communication of **Executive Commitee** business to delegates and the University staff through appropriate means. The Secretary/ Treasurer shall be the custodian of any funds allocated to the Assembly.

Rationale: There has been reluctance of delegates to run for the office of Secretary. The executive Committee believes that by changing the duties of this office it will allow for more interest in delegates running and being elected to this office. The proposal would allow for an appointed note taker to record the minutes of the Assembly meetings and allowing an elected officer to take notes of the Executive Committee and communicate the information from that committee to the Assembly.

Delegate's Signature

Date Presented to Parliamentarian _____ **Governance Committee**_____
Pass _____ Fail*_____

Executive Committee_____ **General Delegates** _____
Pass _____ Fail* _____ Pass _____ Fail* _____

Effective Date for Implementation_____

*** Respond to submitting Delegate in writing if Proposed Amendment fails.** **Form Revised - 10/7/08**