RESOLUTION
SSR 2014/2015-003

I. Resolution Name:

Staff Senate Attendance Policy

II. Stated Resolution:

(1) That the Staff Senate shall define the term “unexcused” on page 3, section 5.5 of the Staff Senate Bylaws thusly:
   a. A Senator’s absence from Senate meetings shall be excused if and only if it falls under one or more of the following categories as defined by UCO Human Resources:
      i. FMLA Leave
      ii. Funeral Leave
      iii. Jury Leave
      iv. Military Leave
      v. Voting Leave
   b. A Senator’s absence from Senate committee meetings may be excused by the chairperson of the committee for any reason.
   c. A Senator wishing to excuse his or her absence from a Senate meeting or Senate committee meeting, shall share his or her reason for being absent with the Staff Senate Secretary or committee chairperson, respectively.

(2) That the Staff Senate shall define the term “absences” on page 3, section 5.5 of the Staff Senate Bylaws thusly:
   a. A Senator shall be considered absent from a Senate meeting or Senate committee meeting if they fail to appear within the first half of the meeting

III. Definition of Terms:
Division – as defined by the Staff Senate constitution

IV. Justification:
Section 5.5 of the Staff Senate Bylaws reads as follows:

Senators may not have more than three (3) consecutive unexcused absences from Senate meetings and/or Senate committee meetings, or a total of six Senate and/or Senate committee meetings per term year. (emphasis added)
The term “unexcused” is ambiguous. Robert’s Rules of Order requires the parliamentary body to interpret their governing documents. Without the resolution as stated above, the Senate will be required to decide upon the excusability of each person’s absence during open session. The CPP&E committee believes that this will take up valuable time and make public things that ought to be private. This resolution will provide a clear delineation between what is an acceptable absence and what is not. The committee understands that each Senator’s work responsibilities take precedence over Senate responsibilities, but we declined to include “work responsibilities” as an excused absence for two reasons.

1) Senators are allowed a relatively large number of absences in the Bylaws. This number was chosen to take into account the realities of each Senator’s work responsibilities.

2) If a Senator’s work responsibilities require the Senator to exceed this number of absences, then he or she will not be a consistent representative for his or her Division. He or she should allow another Senator to take his or her place who has the time necessary to be the voice of that Division.

Similarly, the CPP&E committee believes that in order to be a competent representative for his or her Division, each Senator should be present for a majority of each meeting he or she is required to attend.

V. Budget:
None

Passed by consent of the UCO Staff Senate on this 2nd day of December, 2014.

Dawna K. Terrell, Staff Senate President