

**The University of Texas Health Science Center  
School of Nursing**

**Staff Assembly of the  
School of Nursing  
BYLAWS**

**ARTICLE I  
Name**

The name of this organization shall be known as the School of Nursing Staff Assembly of UT Health School of Nursing San Antonio

**ARTICLE II  
Purpose**

The members of the Assembly shall exhibit an active interest in the progress and future of the school and shall be responsible for active participation in major planning for the school and the campus as a whole.

They shall accept responsibility for performing those functions essential to the maintenance and conduct of programs of excellence in activities of the school. The Staff has a major responsibility to formulate policies in staff life and activities and staff rules of procedure. In addition, the Assembly may consult with the dean on general administrative affairs and on matters pertaining to the development of the school.

**ARTICLE III  
Authority and Power**

Section 1. Authority

The UT Health San Antonio School of Nursing Staff Assembly shall be subject to the authority of the Board of Regents and the authority vested in various administrative officers and subdivisions of The University of Texas System. Policy proposals may be generated by any member of the Staff assembly, standing committee, special committee, or administrative committee.

These Bylaws provide for the governance structure for the Staff of the School of Nursing. The Staff Assembly shall establish such School policies which will guide:

- Policies in staff life and activities;
- Staff rules of procedure.

The Staff Assembly shall assume responsibility of the School's programs and shall be empowered to: determine and adopt the values, vision, mission and goals of the School of Nursing staff; review and act on recommendations of the Standing and Special Committees of the Assembly, its own membership and outside communities of interest; evaluate and make recommendations regarding the relationship of the School and its communities of interest.

Section 2. Robert's Rules of Order (Revised)

- a. Robert's Rules of Order shall serve as the parliamentary authority of the Assembly.
- b. A parliamentarian will be appointed to assure Robert's Rules of Order are followed.

#### **ARTICLE IV Membership, Quorum and Voting**

##### Section 1. Eligibility for Membership

###### a. Voting Members

All \*non-executive staff members in the School of Nursing having at least 0.5 FTE appointments for a full academic year constitute the Staff Assembly.

###### b. Non-Voting Members

Other academic appointees shall be associate members. They shall be entitled to attend meetings of the Staff Assembly as non-voting members.

###### c Ex-officio members

1. Other individuals from the School of Nursing's departments shall be selected as deemed appropriate by Staff Assembly

##### Section 2. Quorum

At least 7 voting members shall constitute a quorum for the Staff Assembly.

##### Section 3. Voting

- a. Staff excused will have voting privileges via email to the Chair of the Staff Assembly within 1 week of the Staff Assembly vote.
- b. If no more than 7 voting members are present, all motions shall be sent forward electronically to all absent voting members for vote.
- c. The final vote tally shall be reported at the next Staff Assembly meeting. In the event of a veto by the Dean of the School of Nursing, an explanation of the reason(s) for the veto shall be presented to the Assembly within two weeks / or before the end of the academic year. A two-thirds vote of the membership shall be necessary to override the veto. The Dean will consult with appropriate committee members when Staff is not in session. Policy decisions are subject to the approval of the School of Nursing Dean.

\*Non-executive staff member is defined as any individual who does not hold a Dean's title or higher within the School of Nursing.