

Advisory Council for Exempt Staff Constitution

Article 1: Name

The name of this organization is the Advisory Council for Exempt staff (ACES) of the University of Delaware.

Article 2: Objectives and Functions

The exempt staff of the University of Delaware plays an essential role in the attainment of the University's mission, goals and objectives. ACES is designed to recognize and enhance this contribution. Broadly representative of the University's exempt staff, the Council:

- Establishes a forum for the collegial exchange of ideas about campus issues of particular interest to exempt staff;
- Provides a recognized avenue for offering advice and counsel to senior administration; and
- Assures that matters of particular concern to exempt staff are discussed, thereby enhancing morale and productivity.

Article 3: Membership

Membership on the Council shall consist of duly elected representatives as provided for in the bylaws.

Article 4: Meetings

Council meetings shall normally be held at least six times a year and shall be open to non-representatives.

Article 5: Responsibilities

Minutes of all Council proceedings will be distributed to exempt staff. On votes dealing with substantive matters and by majority request, the minutes will record a roll call vote of the individual Council members or their proxies; otherwise a numerical tally of the votes will be recorded. At the request of a majority of the Council members present, any matter may be submitted, either by mail ballot or at a special meeting, to the exempt staff of the University for consideration.

Article 6: Organization

The Council shall elect, by majority vote for four-year renewable terms, a President, a Vice-President, a secretary and three (3) members at-large. These individuals will serve as members of a standing Steering Committee of the Council. Council meetings will be co-chaired by the University's Chief Human Resources Officer and the President of the Council.

Article 7: Origin of Matters

Matters for Council attention may originate from any exempt staff member through an elected Council representative or any representative of the University Administration.

Article 8: Amendments

Amendments to this constitution must be approved by a two-thirds majority vote of the Council. Proposed amendments to the Constitution must be presented one meeting prior to voting on the amendments.

Written: September 1, 1992, revised March 17, 2011, revised October 8, 2013.