Preamble

The staff of the University of Oklahoma, Norman Campus, having sincere interest in and highest regard for the continuing goals, purposes, and functions of the University, and seeking the active representation and involvement of staff in the affairs of the University, establish this Constitution for the Hourly Employees Council.

Article I. Name

The organization shall be known as the Hourly Employees Council, The University of Oklahoma, Norman Campus, hereafter referred to as the HEC.

Article II. Object

The HEC shall function under this constitution as a member group of the Staff Senate and as a representative body of the hourly employees of the University of Oklahoma, Norman campus.

The HEC is organized to serve as a representative body for its members: to encourage increased cooperation and communication among all employees of the university; to act as a liaison between member employees and the University community; to encourage greater participation by member employees in the University community; to function as a consultative organization for University administrative officials and any University committees on policies, problems, affairs, or any matter related to or having an effect on member employees; to initiate studies and make recommendations for consideration by the University administration; and to provide a forum for the continuing review of University policies acting ordinarily through Staff Senate.

Article III. Membership

Membership in HEC is comprised of University of Oklahoma Norman Campus employees with a minimum 50% FTE permanent or non-exempt appointment. All employees assigned to non-exempt appointments by Human Resources shall be members of HEC for the purpose of this document.
Article IV. Officers

To be eligible to be elected as an officer of HEC, the staff member must have been employed on the Norman campus for a minimum of one year. Officers are elected at an annual meeting of the membership to serve a one-year term beginning August 1.

Article V. Meetings

Meetings are open to all members of HEC. The organization of meeting will follow the HEC’s by-laws.

Article VI. Amendments

Amendments to this constitution may be made with (1) advance notice of the amendment and (2) a vote by two-thirds of the votes cast, a quorum being present. Notice of the purpose of the amendment must be presented to the membership at the previous regular meeting. This notice may be written or oral.

An amendment to the constitution, or anything else that has already been adopted, goes into effect immediately upon its adoption, unless the motion to adopt specifies a time for its going into effect, or the HEC has previously adopted a motion to that effect. Once amended, the constitution will carry the amendment date at the end of the constitution.

Amending a proposed amendment to the constitution may be accomplished by a majority vote, without notice, subject to certain restrictions. The HEC is not limited to adopting or rejecting the amendment just as it is proposed, but no amendment is in order that increases the modification of the rule to be amended.

Article VII. Rights of the Individual Staff Member

This Constitution shall not infringe on the rights and privileges of individual University staff members nor deny them the pursuit of actions to which they are entitled.

[Approved by Hourly Employees Council, July 20, 2011]