

ARTICLE I: Name and Authority

Section 1: The name of this organization is the Librarians Association of the University of California, Riverside (LAUC-R), and it shall function as the local Division of the Librarians Association of the University of California (LAUC).

Section 2: The Librarians Association of the University of California (LAUC) and its divisions, including the Librarians Association of the University of California, Riverside (LAUC-R) are established by authority of the President of the University, and are recognized as official units of the University (APM 360, Appendix B).

ARTICLE II. Objectives

Section 1: To create a forum where matters of concern to librarians in the University of California, Riverside may be considered, and to advise the Chancellor and the Library Administration on such matters, including collections, library services, operations and policies, except as prohibited under Section 6 of this Article.

Section 2: To recommend professional standards for the rights, privileges and obligations of librarians at the University of California, Riverside, and to consult with and advise the Chancellor, or the Chancellor's designated representatives, concerning the maintenance of these rights, privileges and obligations, except as prohibited under Section 6 of this article.

Section 3: To serve in an advisory capacity to the University on professional and governance matters of concern to all librarians.

Section 4: To promote the full utilization of professional abilities, interests and skills of librarians, and to improve library services and collections, at the University of California, Riverside.

Section 5: To participate in LAUC and maintain liaison with librarians of the other campuses of the University of California.

Section 6: LAUC-R shall not advise the Chancellor, nor the Chancellor's representatives, nor the Library Administration with respect to matters covered by a Memorandum of Understanding (MOU) or otherwise subject to negotiation between the University and any exclusive bargaining agent.

ARTICLE III. Membership

Section 1: The membership of LAUC-R shall consist of all persons in the University of California, Riverside holding appointment half-time or more in the Librarian Series, or in any of the following titles: University Librarian, Associate University Librarian, Assistant University Librarian or in the same titles in an Acting capacity.

Section 2: All members shall be eligible to vote, hold office, serve on committees and serve as representatives to the LAUC Assembly, except as provided in Article XI.

Section 3: Persons employed as librarians in the University of California, Riverside on less than half-time appointments and retired LAUC-R members shall have affiliate membership. Affiliate members may participate in general meetings of LAUC-R, but may not make motions, nominate candidates, become officers, serve on committees, be eligible for research and professional development funds, or vote.

ARTICLE IV. Officers

Section 1: The officers shall be chosen from the full voting membership of LAUC-R.

Section 2: The officers of LAUC-R shall be the Chair, Vice-Chair/Chair-Elect, Secretary, Delegate(s) and Alternate Delegate(s). The number of Delegates is prescribed in the LAUC Bylaws, Article VII, Section 2©, and the number of Alternate Delegates shall be the same as the number of Delegates.

Section 3: The terms of office shall be one year, commencing September 1.

Section 4: In the event of a vacancy in the office of the Chair, the Vice-Chair/Chair-Elect shall serve as Chair for the remainder of the current term as well as the following regular term.

Section 5: In the event of a vacancy in the office of Vice-Chair/Chair-Elect, a special election shall be held as soon as possible to fill the office for the remainder of the term. The newly-elected Vice-Chair/Chair-Elect shall continue on as Chair for the following regular term.

Section 6: In the event of a vacancy in the office of Secretary, Delegate(s) or Alternate Delegate(s), a member of LAUC-R shall be appointed by the Chair to fill the office pro tem for the remainder of the term. The appointment of this pro tem officer shall become effective as soon as it has been confirmed by the Executive Board and the new officer is notified in writing.

Section 7: The duties of the Chair shall be as follows:

- a. To determine the will of the membership and to act in accordance with that will;
- b. To expedite the business of LAUC-R in a manner consistent with the best interests of the membership;
- c. To represent LAUC-R to, and maintain active communication with, the administrations of the University, the campus and the UCR Libraries and any other appropriate organizations or agencies. To prepare an annual budget, to distribute budget information and disburse funds;
- d. To report to the membership regularly;
- e. To preside over meetings of the LAUC-R membership and of its Executive Board;
- f. To appoint the chairs of standing and ad hoc committees of LAUC-R, direct charges to these committees and ensure that the committee reports and recommendations are referred to the LAUC-R Executive Board and membership, and relevant decisions of LAUC-R to the LAUC President and/or the chair of the related LAUC committee, for appropriate consideration and action;
- g. To bring to the attention of the LAUC-R membership, the LAUC-R Executive Board and LAUC any matters which may require a response to LAUC or which may be of concern to LAUC;
- h. To report regularly to the membership discussions, decisions and all important information and documents emanating from the LAUC Assembly and Executive Board and from the LAUC-R Executive Board;
- i. To represent LAUC-R on the Executive Board of LAUC, and at meetings of its Assembly;
- j. To submit to the LAUC President by September 1, for terms beginning October 1, recommendations for LAUC-R representation on those LAUC committees for which LAUC-R is eligible, and for any other appointment for which the LAUC President requests a recommendation.

Section 8: The duties of the Vice-Chair/Chair-Elect shall be as follows:

- a. To assume the duties of the Chair in the Chair's absence or incapacity;
- b. To serve as a member of the Executive Board;
- c. To serve as Chair of the Committee on Personnel;
- d. To meet with each new member upon the member's arrival to discuss the peer review process and procedures, the functions of the Chancellor's Advisory Committee on the Librarian Series (CACLS) and the purposes and objectives of LAUC and LAUC-R;
- e. To perform such other duties as are assigned by the Chair.

Section 9: The duties of the Secretary shall be as follows:

- a. To serve as a member of the Executive Board;

- b. To take the minutes of the Executive Board meetings;
- c. To compile the agenda and distribute it to the membership in advance of each LAUC-R meeting, take minutes of the meetings, maintain the minutes after they have been approved and distribute them as directed by the Chair;
- d. To have the minutes of LAUC-R membership meetings posted on the LAUC-R website;
- e. To assist the Committee on Committees, Rules, Jurisdiction and Elections in conducting the election of officers, as specified in Article VI; the election of CACLS, as specified in Article XI; and all other elections, as follows:
 - i. To prepare and distribute the ballot;
 - ii. To convey in person to the Chair of the Committee on Committees, Rules, Jurisdiction and Elections all ballots within five working days of the conclusion of each election;
 - iii. To notify the Chair of the results upon receipt of the report of the Committee on Committees, Rules, Jurisdiction and Elections.
- f. To submit to the LAUC President and Secretary by September 1 the roster of the LAUC-R officers, and at any time to notify them without delay of changes in these offices;
- g. To submit to the LAUC Secretary the results of the election by LAUC-R of the LAUC officers, within ten (10) days of such election.

Section 10: The duties of the Delegate(s) and Alternate Delegate(s) shall be as follows:

- a. To serve as a member of the Executive Board;
- b. To vote and represent LAUC-R at the LAUC Assembly meetings;
- c. In the absence of the Delegate(s), the Alternate Delegate(s) vote(s) and represent(s) LAUC-R at the LAUC Assembly meetings.

Section 11: Removal from office

An officer may be removed from office for valid cause (see the current edition of the *Standard Code of Parliamentary Procedure* published by the American Institute of Parliamentarians) by means of the following procedure:

- a. A petition recommending removal of an officer shall be directed to any member of the Executive Board. The petition must specify the cause(s) for the recommendation and must be signed by at least 50% of the members of LAUC. Copies of the petition shall be distributed to all members of the Board, including the officer in question.
- b. The member of the Board to whom the petition is directed shall convene, within 14 days of receipt of petition, a special meeting of the Board, at which the originator of the petition and the officer in question are both

- given the opportunity to present their cases. The membership shall be notified of the hearing by a letter which includes a précis of the petition. The hearing shall be open to any member who wishes to observe.
- c. Within two weeks following the hearing, the Board, less the officer in question, shall meet in closed session to vote on the petition. The vote shall be by secret written ballot. A vote of two-thirds of the Executive Board's voting members who attended the hearing, less the officer in question, shall be required to sustain a petition.
 - d. Should the Board sustain a petition, the officer in question will be removed from office immediately and the vacancy will be filled as required in Article IV, Sections 4-6.

ARTICLE V: Executive Board

Section 1: The Executive Board shall consist of the Chair, Vice-Chair/Chair-Elect, Secretary, immediate past Chair, Delegate(s) and Alternate Delegate(s). All members of LAUC-R currently serving as LAUC officers shall be ex-officio non-voting members of the Executive Board.

Section 2: Executive Board meetings should be held monthly.

Section 3: A simple majority of the Executive Board shall constitute a quorum.

Section 4: The Executive Board shall advise the Chair as to the will of the membership.

Section 5: The Executive Board shall perform the functions of LAUC=R during the intervals between meetings of the membership whenever a majority of the Executive Board agrees that action cannot be postponed.

Section 6: By September 1 the Chair, in consultation with the Executive Board, shall recommend members to represent LAUC-R on those LAUC committees for which LAUC-R is eligible, and for any other appointment for which the LAUC President requests a recommendation. If a member is unable to continue serving in such a capacity, a new recommendation for the remainder of the term shall be made.

ARTICLE VI: Election of New Officers

Section 1: Election of officers of LAUC-R shall be held annually.

Section 2: The election shall be held not later than May 30.

Section 3: Elections shall be conducted by secret ballot utilizing the Preferential Ballot system.

Section 4: Candidates for office shall be nominated by the Committee on Committees, Rules, Jurisdiction and Elections. Nominations may also be made by the membership to the Committee on Committees, Rules, Jurisdiction and Elections, and from the floor during a membership meeting.

Section 5: The Committee on Committees, Rules, Jurisdiction and Elections must obtain consent to run from each nominee before the election.

Section 6: Elections for Delegate are based on the number of Delegates (in addition to the Chair or his/her alternate) allowed LAUC-R by the LAUC Bylaws (Article VII, Section 2.c).

- a. In those years in which the size of LAUC-R allows for only one Delegate, the candidate receiving the most votes will be declared Delegate. The candidate receiving the next highest number of votes will be declared Alternate Delegate.
- b. In those years in which the size of LAUC-R allows for two delegates, the Vice-Chair/Chair-Elect will serve as one delegate. If absences mandate one or more additional alternates for an Assembly, the Chair shall appoint such from the Executive Board or the membership.

ARTICLE VII: Membership Meetings

Section 1: Meetings shall be held at least once per quarter.

Section 2: A simple majority of the membership shall constitute a quorum.

Section 3: A special meeting may be called by the Executive Board at any time.

Section 4: A special meeting shall be called by the Executive Board at the written request of six (6) members. The Executive Board must meet within one week of this request to set the date of the special meeting, and must notify the membership, at least one week in advance, of the time, place, date and agenda of the meeting.

ARTICLE VII: Parliamentary Authority

The current edition of the *Standard Code of Parliamentary Procedure* published by the American Institute of Parliamentarians shall govern LAUC-R in all parliamentary situations that are not provided for in its Bylaws or adopted rules.

ARTICLE IX: Parliamentarian, Alternate Parliamentarian

Section 1: Duties

- a. To advise the Chair, the Executive Board, standing and ad hoc committees and members on questions of parliamentary procedure;
- b. To attend all membership meetings.

Section 2: Appointment

- a. The Parliamentarian shall be appointed by the Chair from the membership.
- b. Appointment shall be concurrent with the term of the Executive Board.
- c. The Parliamentarian shall not be a member of the Executive Board.

Section 3: An Alternate Parliamentarian shall also be appointed in accordance with all of the above provisions, to serve in the absence of the Parliamentarian.

ARTICLE X: Committees

Section 1: Standing Committees

The following standing committees shall be established:

- a. Committee on Committees, Rules, Jurisdiction and Elections
- b. Committee on Personnel
- c. Committee on Professional Governance
- d. Committee on Research and Professional Development
- e. Committee on Programs
- f. Committee on Diversity
- g. Committee on Mentoring

Section 2: Duties of Standing Committees:

- a. At the request of the Chair, to consider and develop recommendations upon matters implied in the Committee's name, and to report directly to the Chair;
- b. To submit a written annual report to the Chair by September 1;

- c. If the Committee is concerned with matters of more than local interest, to maintain liaison with the related LAUC committee, and to send copies of all substantive reports to the Chair of the related LAUC committee and to the President of LAUC.

Section 3: Membership of standing committees:

- a. The LAUC-R Chair shall appoint the chair of each standing committee with the exception of the Committee on Personnel (Article IV, Section 8 (c)).
- b. Each committee chair shall select prospective committee members. The committees as constituted shall be confirmed by a majority vote at a LAUC-R meeting.
- c. The Committee Chair may select a member of his/her committee to serve as co-chair if he/she feels it is necessary, due to an excessive workload, etc. The appointment of a co-chair expires at the end of the Committee Chair's term.
- d. The term of office of members of standing committees shall be two (2) years, commencing September 1. The terms shall be staggered to provide continuity on the committees. There is one exception: the Vice-Chair/Chair-Elect serves as the Chair of the Committee on Personnel for the duration of his/her term as Vice-Chair/Chair-Elect.
- e. In the case of the Committee on Committees, Rules, Jurisdiction and Elections, the Committee shall consist of three (3) members including the Committee Chair, plus an alternate member who shall also be selected by the Committee Chair and confirmed by the membership. The alternate shall not sit on the Committee when it is selecting the CACLS slate or counting ballots, except to replace a regular member. No member of the Committee shall be nominated for CACLS.
- f. Should a standing committee lose a member, through retirement, illness, etc., that Committee Chair shall decide if the Committee is able to effectively continue its work with the absence of one member, and if so the position will remain vacant until the next official selection process. If the Committee Chair determines the vacant position needs to be filled he/she will select a new member from existing LAUC-R membership to fill the remainder of the vacant position's term. The exception is the Committee on Committees, Rules, Jurisdiction and Elections, where the previously selected alternate member will fill the vacant position.
- g. Should a standing committee lose its Chair, through retirement, illness, etc. the LAUC-R Chair shall appoint a replacement Chair from the existing members of that Committee.
- h. Each LAUC-R representative to the following LAUC Committees
Committee on Research and Professional Development
Committee on Diversity
shall simultaneously be a member of the corresponding LAUC-R Committee.

Section 4: Committee quorum shall consist of fifty-one percent (51%) of the members of the committee, except as stipulated in Article X, Section 1.e.1 (a).

Section 5: Permanent charges to standing committees:

A. Committee on Committees, Rules, Jurisdiction and Elections:

1. To nominate a slate of candidates to serve on CACLS for presentation to the membership by May 15. The full membership of the Committee shall be in attendance for this purpose. If a Committee member is unable to be present, the alternate shall serve; or if that is impossible, the LAUC-R Chair shall appoint a member pro tem;
2. To review the Bylaws of LAUC-R annually or at the special request of the LAUC-R Chair, to assure that they are consistent with the LAUC Bylaws and effectively meet LAUC-R needs;
3. To review all proposed amendments to the LAUC-R Bylaws to determine their appropriateness, and report its recommendations to the LAUC-R Chair and the Executive Board;
4. To count the ballots in all elections and report the results to the Secretary within five (5) working days after the last day of voting. The full membership of the Committee shall be in attendance at the time of the counting of the ballots. If a Committee member is unable to be present, or a conflict of interest arises when a member is a candidate on the ballot to be counted, the alternate shall serve; or if that is impossible, the LAUC-R Chair shall appoint a member pro tem.

B. Committee on Personnel:

1. The Committee Chair receives the final draft of each librarian position announcement from the LAUC-R Chair.
 - a. The Committee shall have a maximum of five (5) working days to:
 - i. Review the overall contents of the documents;
 - ii. Evaluate the job duties for appropriate rank;
 - iii. Evaluate the qualifications stated in terms of the job duties;
 - iv. Submit its recommendations and comments to the LAUC-R Chair, who shall convey them to the appropriate UCR Library Administrator.
 - b. The Committee Chair meets with new members upon arrival to discuss the peer review process and procedures, the function of CACLS and the purposes and functions of LAUC and LAUC-R.
 - c. The Committee reviews the New Librarian Orientation Checklist annually, and revises as necessary to keep it up-to-date.
 - d. The Committee addresses other matters at the request of the LAUC-R Chair and considers and develops recommendations concerning personnel matters as appropriate, except those referred to in Article II, Section 5 of these Bylaws.

C. Committee on Professional Governance:

1. To serve as the major advisory body to the LAUC-R Chair on issues concerning revisions of the Academic Personnel Manual (APM) affecting librarians, peer review and other professional governance issues;
2. To serve as the major advisory body to the LAUC-R Chair on issues concerning revisions of the Personnel Administrative Memoranda (PAM) affecting librarians, peer review and other professional governance issues;
3. To address other concerns at the request of the LAUC-R Chair and consider and develop recommendations on matters of professional governance as appropriate.

D. Committee on Programs:

1. To plan, sponsor and present programs by librarians, or of interest to librarians.

E. Committee on Research and Professional Development:

1. To assist in the preparation of research proposals submitted by LAUC-R members;
2. To review research proposals submitted by LAUC-R members to the University-wide Research Grants for Librarians Program, and to the LAUC-R Research Program;
3. To recommend consideration of proposals to the LAUC Research and Professional Development Committee;
4. To approve and award funds to proposals submitted to the LAUC-R Research Program;
5. To be responsible for the research and career development calendar and for developing, monitoring and revising, as needed, procedures for carrying out the review of the research proposals of LAUC-R members at the LAUC and LAUC-R level, according to guidelines established by the LAUC Research and Professional Development Committee and the LAUC-R Research Committee;
6. To advise the LAUC-R Chair on issues related to research by librarians and address other concerns at the request of the Chair, and consider and develop recommendations as appropriate;
7. To monitor the professional development budget;
8. To make recommendations on the funding of the professional development requests of LAUC-R members;
9. To address other concerns at the request of the Chair and consider and develop recommendations on matters of professional development as appropriate.

F. Committee on Diversity:

1. To serve as the major advisory body to the LAUC-R Chair and Executive Board, as requested, on issues and initiatives of diversity both local and systemwide;
2. To consider and develop recommendations and implementation strategies on matters and initiatives of diversity, both local and systemwide;
3. To address other subjects at the request of the LAUC-R Chair on matters of diversity in the UCR Libraries.

G. Committee on Mentoring:

1. To recruit participants for and administer the LAUC-R Future Librarian and Information Specialist Mentor Program;
2. To facilitate communication between individuals interested in a career in library and information science, or new library professionals with academic library professionals through the LAUC-R Future Librarian and Information Specialist Mentor Program;
3. To review and revise the procedures and policies of the LAUC-R Future Librarian and Information Specialist Mentor Program to ensure that the program meets the participants' needs.

Section 6: Ad Hoc Committees:

- a. Duties of Ad Hoc Committees:
 - i. At the request of the LAUC-R Chair, develops recommendations upon matters implied in the Committee's name, and reports directly to the LAUC-R Chair.
- b. Membership of Ad Hoc Committees:
 - i. The LAUC-R Chair, in consultation with the Executive Board, shall appoint the Chair and members of all Ad Hoc Committees.
 - ii. The term of office of members of Ad Hoc Committees varies according to the charge of the Committee.
 - iii. The LAUC-R Chair, in consultation with the Executive Board, shall draft a charge to each Ad Hoc Committee. The charge will contain a final reporting date, at which time a report will be submitted to the Executive Board and the Committee shall be disbanded unless further work is deemed necessary by the LAUC-R Chair and/or the Executive Board.
- c. A committee quorum shall consist of fifty-one (51%) of the members of the committee.

Section 7: Academic Senate Committees:

Committee on Library and Scholarly Communication
Committee on Courses

- a. The Executive Board shall recommend appointments to the Academic Senate Committees.
- b. The LAUC-R Chair shall notify each Senate Committee Chair of the Library's appointee to that Committee.
- c. Although administrative approval is not necessary, as a matter of courtesy the LAUC-R Chair will notify the University Librarian of such appointments.

ARTICLE XI: Chancellor's Advisory Committee on the Librarian Series (CACLS)

Section 1: CACLS shall make recommendations to the Chancellor, or the Chancellor's designee, on all personnel actions in the Librarian Series, taking into full consideration documents compiled in such actions.

Section 2: CACLS shall consist of three (3) members and two (2) alternates. The term of the members shall be three (3) years, and the senior member in regard to time served on the Committee shall be its Chair. The term of the alternates shall be one year. All terms begin on September 1.

Section 3: All members of the Librarian Series shall be eligible to be nominated to CACLS except members of the Committee on Committees, Rules, Jurisdiction and Elections; current members of CACLS; anyone serving as an alternate member of CACLS for the third successive year; and those lacking career status.

Section 4: CACLS is elected by LAUC-R. Elections shall be conducted by the Committee on Committees, Rules, Jurisdiction and Elections, which shall nominate five (5) candidates and report the nominations to the membership and to the LAUC-R Secretary, who shall distribute ballots to the membership. The nominations presented shall not be added to, consent of the nominees is not required and no write-in votes will be acknowledged as valid. Only members of the Librarian Series are eligible to vote for CACLS members.

Section 5: The election shall be conducted utilizing the Preferential Ballot system according to the procedures set forth in the Appendix to these Bylaws. The first person elected shall become a full member of CACLS, the second to be elected shall become the first alternate and the third to be elected shall become the second alternate.

Section 6: The ballots shall be returned to the Chair of the Committee on Committees, Rules, Jurisdiction and Elections by June 15. The Committee on Committees, Rules, Jurisdiction and Elections shall count the votes and report the results to the LAUC-R Chair. The Chair shall, thereafter, notify the

membership and the Chancellor, or the Chancellor's designee, before June 30.

Section 7: When any vacancy occurs among the full members of CACLS, the alternates shall move up accordingly, i.e.

- a. When there is one vacancy the first Alternate shall become a full member and the Second Alternate shall become the First Alternate for the remainder of the term, and an election shall be held as soon as possible to fill the position of Second Alternate.
- b. When there are two vacancies the First and Second Alternates shall become full members for the remainder of the term, and an election shall be held as soon as possible to fill the positions of the alternates.
- c. The election to fill the position(s) of the alternate(s) shall be conducted by preferential ballot and shall follow the requirements of Sections 3-6 of this article, except that only three (3) candidates shall be nominated when there is one vacancy, four (4) candidates when there are two vacancies. The successful candidate(s) shall serve only for the remainder of the current term. At the following regular election of three(3) full members of CACLS shall be elected for the following term.

ARTICLE XII: LAUC-R Archives

Section 1: The LAUC Archives shall be housed in the Special Collections & Archives Dept. of the UCR University Libraries.

Section 2: The outgoing LAUC-R Chair will be responsible for seeing that a print copy of all designated documents for his/her year as Chair are deposited into the Archives. The deadline for these deposits is October 1.

Section 3: Should LAUC-R receive as a donation a collection of LAUC-R documents, the past LAUC-R Chair will be responsible for sorting this collection, retaining material which may be lacking and discarding duplicate materials.

Section 4: This collection of documents will include print copies of the following:

- a. List of members;
- b. Roster of the Executive Board;
- c. List of Committees with Committee roster;
- d. Budget report from the LAUC-R Chair documenting allocations, amount from each funding source, and expenditures, e.g. program expenses, etc.

- e. Agenda for and approved minutes of each Executive Board meeting;
- f. Agenda for and approved minutes of each membership meeting;
- g. Committee reports;
- h. Roster of CACLS members, with notation of number of candidates deliberated upon;
- i. Documentation for any changes which might have been made in the LAUC-R Bylaws;
- j. Ballot sample;
- k. Notation of any special awards or honors awarded by LAUC-R;
- l. Additional LAUC-R official documents, such as Resolutions or Letters endorsed by LAUC-R;
- m. Report from Committee on Research and Professional Development on funding sources, amount from each funding source, and amount awarded. Include name of each recipient, their research project, and amount awarded. (This may be included in the Committee's annual report_;
- n. Budget report from Committee on Research and Professional Development on travel allocations, funding sources and amount from each funding source. Include data on the average amount allocated to each person and the number of trips funded. Include also a report if the funds are used for purposes other than travel. (This may be included in the Committee's annual report).

ARTICLE XIII: Amendments

Section 1: The Committee on Committees, Rules, Jurisdiction and Elections is charged with reviewing the Bylaws annually. In addition, any member of LAUC-R may propose amendments to these Bylaws.

Section 2: Any member suggesting a Bylaws change should submit such change to the Chair, Committee on Committees, Rules, Jurisdiction and Elections.

Section 3: The Committee on Committees, Rules, Jurisdiction and Elections shall review all proposed amendments to determine their appropriateness and shall forward the proposed changes and its recommendations to the Chair and the Executive Board.

Section 4: Each amendment recommended by the Executive Board shall be discussed at a membership meeting.

Section 5: An amendment rejected by the Executive Board may be placed directly on a ballot if a petition requesting its adoption is signed by twenty-five percent (25%0 of the membership and submitted to the LAUC-R Chair.

Section 6: Any recommended amendment(s) to the Bylaws shall be reviewed by LAUC systemwide before being voted upon by local membership. The LAUC-R Chair will be responsible for submitting recommended changes to systemwide LAUC.

Section 7: Upon completion of LAUC review, voting on amendments shall be done on the annual ballot or by means of a special ballot.

Section 8: An amendment shall be considered adopted if approved by a majority of the valid votes cast.

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APPENDIX: The Preferential Ballot