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1997 UNOPA Standing Rules, Revised September

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Standing Rules

1. The dues for each fiscal year, from July 1 to June 30, shall be nine dollars (\$9.00) for active and associate memberships and two dollars (\$2.00) for retired membership. Life membership shall be \$200.00. Renewal membership will be delinquent if dues are not paid by October 31 of each year. After that date, renewal membership dues will be \$12.00 for that year. All new memberships will remain at \$9.00 throughout the year.
2. Full membership privileges in this Association shall terminate upon failure to pay dues by the date specified.
3. All Executive Board meetings are open to any members, unless stipulated by the President.
4. The President will not vote on issues during the Executive Board meetings unless there is a tie vote.
5. The President shall be a member of state and national associations; dues will be paid or reimbursed by the Association.
6. The Association will present a gavel guard and chain to the retiring President at the Annual May meeting. The incoming President will present the gavel guard to the retiring President immediately after the retiring President has presented the gavel to the incoming President. The President's plaque will also be presented at this time.
7. The President-elect is given the option to represent the Association at the NAEOP Advisory council, at the National Convention. If the option is declined, another delegate is to be selected and voted upon by the Executive board. The Association will contribute monetary funds to assist the attendance at the National Convention.
8. It is strongly recommended that candidates for office of President-elect shall have served at least one year on the Executive Board.
9. At the end of the fiscal year the Recording Secretary shall duplicate all records and send to University Archives, 308 Love Library, 0410, to be placed on file for permanent record.
10. The Awards Committee shall organize and implement all UNOPA special awards. In the best interest of the Association, members of the Awards Committee (including Director) and elected officers shall not be eligible for an award sponsored by the Association.
11. The Professional Growth Committee shall be responsible for organizing and implementing at least one Association sponsored workshop per year. The committee shall be responsible for awarding plaques at the time of CEOE achievement and certificates at the time any levels are earned prior to CEOE.
12. There shall be a Co-Director of the Employee Concerns Committee who will move to the Director's position the following year.

Standing Rules (cont.)

13. Each committee shall have a minimum of three members.
14. Each member of the Executive Board shall submit an annual written report to the President in May for inclusion in the Annual Report to the Association.
15. All elections shall be conducted by mail ballot.
16. Nominees for the Rose Frolik, Floyd S. Oldt Outstanding Staff, Floyd S. Oldt Silver Pen, and Floyd S. Oldt Boss of the Year Awards shall not be notified of the selection results prior to the official awards ceremony.

Adopted 1/22/92
Revised 9/7/94
Revised 9/9/97