

LSA CONSTITUTION

ARTICLE I

Name

The name of this organization is the Virginia Tech University Libraries Staff Association (LSA).

ARTICLE II

Authority

The Virginia Tech University Libraries Staff Association derives authority independently through the voice and intentions of its members and the Dean of the Virginia Tech University Libraries.

ARTICLE III

Objectives

The objectives of the LSA are:

- A. To serve as the representative body for the staff employees of the Virginia Tech University Libraries;
- B. To act in an advisory capacity to the Library Administration;
- C. To encourage and promote staff participation in the governance of the Library and Virginia Tech;
- D. To provide a two-way medium for the exchange of information between Library Faculty, Staff, and Administration;
- E. To foster a spirit of unity and cooperation;
- F. To provide referral for concerns and problems to the administration and if appropriate the Staff Senate;
- G. To relate staff input on Library policies and procedures;
- H. To formulate and communicate staff ideas and needs for further development through educational and/or training programs;
- I. To promote high standards of library service;
- J. To serve as liaison between the Staff Senate and the staff of the Library; and
- K. To accept and share responsibility with the administration, faculty, and students in all efforts to attain the stated goals of the Virginia Tech University Libraries.

ARTICLE IV

Membership

The LSA membership defined as and consisting of all non-faculty salaried employees and non-student wage employees excluding temporary, emergency hire, and any staff who are not directly responsible to the Virginia Tech University Libraries.

ARTICLE V

Executive Board

The LSA Executive Board shall consist of:

- A. The elected officers;
- B. Appointed Representatives from zones designated in accordance with the LSA Bylaws. Representation shall be based on the number of members in each group of areas.
- C. The elected Staff Senators as non-voting members unless appointed as representatives or officers.

ARTICLE VI

Executive Board Term of Office

- A. The term of office for Executive Board Representatives will be for two years with two Representatives rotating off each year. Each term will begin on July 1.
- B. Reappointment of a Representative is permitted, while there are no restrictions on the number of terms served.
- C. Vacancies may occur because of death, termination of employment, transfer, retirement, resignation, or by a majority vote of the LSA Executive Board to remove a Representative.
- D. The retiring President of the LSA will serve, if available, as an advisor to the incumbent for one year. If his/her appointed term as a Representative has expired, he/she shall serve as a non-voting member of the Executive Board.

ARTICLE VII

Elections

- A. The LSA membership in accordance with the LSA Bylaws shall elect Executive Board Officers.
- B. The LSA membership in accordance with the LSA Bylaws and the Staff Senate Constitution and Bylaws shall elect Staff Senators.

ARTICLE VIII

Officers

- A. Elected officers of the LSA Executive Board shall consist of
 - a. President
 - b. Vice President
 - c. Secretary
- B. The LSA membership shall elect Executive Board Officers annually and each term will begin on July 1.
- C. Officers shall be eligible for re-election, but may not serve more than two (2) consecutive terms in the same office.
- D. The LSA Executive Board may, by an active two-thirds (2/3) majority vote of the LSA membership, remove any officer.

- E. In the event that an officer takes office and for some reason is unable or unwilling to complete his/her term of office, then the LSA membership must elect a replacement in a special election to fill the vacated office for the remainder of the vacating officer's term.

ARTICLE IX

Representatives

- A. The LSA Executive Board in accordance with the LSA Bylaws shall appoint representatives annually. Each term will begin on July 1.
- B. Representatives are required to attend scheduled meetings or arrange for the alternate for the zone to attend.

ARTICLE X

Amendments

The approval process of amendments to the Constitution shall be:

- A. That a proposal for an amendment is submitted to the Executive Board for review and clarification;
- B. That the Executive Board must give a notice that an amendment is to be proposed to all members of the LSA at least thirty (30) days before the meeting when the amendment will be proposed and the notice shall contain the proposed amendment in context or general nature of the matter;
- C. That the LSA membership will discuss the proposed amendment either at the meeting at which the amendment is proposed or at a later meeting;
- D. That a vote on the proposed amendment shall not occur until at least one meeting after the introduction of the amendment; and
- E. That an active majority vote of the LSA membership and the Dean of the Virginia Tech University Libraries must approve a proposed amendment.

ARTICLE XI

Adoption of Constitution

An active majority vote of the LSA membership and the Dean of the Virginia Tech University Libraries must ratify the Constitution.