University of Texas Staff Council Issues Process

Staff member submits Issue to their UTSC representative

UTSC representative submits Issue to Chair, Issues Committee

Issues Committee reviews and validates Issue.

Issue is presented to UTSC Executive Committee for listing on the next month’s Agenda

Issue is presented and discussed at UTSC meeting, then voted on for acceptance.

If accepted, Issue is assigned to a working committee for research and recommendation.

Recommendation is made, UTSC votes to accept.

If accepted, request is made to appropriate UT administrative department for change.

OR

Staff member may submit Issue directly to Chair, Issues Comm. A name must be on the Issue, but can be kept anonymous, if requested.

OR

If goal is unclear or clarification of Issue is needed, UTSC rep. submitting Issue will be contacted.

OR

If not accepted, Issue is closed.