TITLE: Motion to More Clearly Define Faculty Eligibility for Committee Work. Change to By-laws Article V, Section 1, K

INTRODUCTION:

This change in the by-laws will clarify which faculty members are eligible to serve on College and Senate Committees. Currently the bylaws in most cases simply refer to “faculty,” making it unclear if, for example, visiting professors or adjunct professors are eligible. Past practice has been to limit committee membership to “regular” faculty, as defined in Article 1, Section 1. This motion would formalize that practice.

MOTION:

Add Article V, Section 1, K to the by-laws:

For the remainder of Article V, references to the terms “faculty” or “faculty member” specifically mean all and only regular faculty members, as defined in Article I, Section 1, excluding all those qualifying as ex-officio regular faculty members under provision (3).

RATIONALE:

As noted above, past and current practice has been to limit membership on Standing Senate Committees and Standing College Committees to “regular” faculty members, i.e, tenured and tenure-track faculty, instructors and librarians, but not including full-time administrators who hold academic appointment. Recently, there have been calls to add adjuncts representation to some committees, and periodically visiting professors volunteer for these committees. As the current version of the by-laws mentions only “faculty,” it is unclear if either adjuncts or visitors are eligible. This proposal would make it clear that only regular faculty may serve on Senate and College Committees.
5. Old business
6. New business
7. Constituent’s general concerns
8. Adjournment

M. The Faculty Secretary shall keep detailed minutes of Senate meetings, including attendance and absence of Senators and *ex-officio* Senate members, as well as records of any roll call votes. Minutes will be distributed to all faculty members within two weeks after each meeting.

**Article V. Committees**

Section 1. General Regulations

A. No faculty member may serve on more than two standing committees.

B. Members of committees (Including alternates) serve for a term of one year and may be re-elected twice and then may serve again on the committee only after a lapse of three years. Terms begin on August 15. (Rev. Aug. 1999)

C. The Faculty Secretary shall publish and distribute to all faculty members and the Provost a complete list of committees upon election of the committees.

D. Within ten days after the election of new committees, the Chairs of the outgoing committees shall call meetings of the new committees. Each new committee shall elect a Chair and a secretary and report these names to the Faculty Secretary. Any remaining business of any committee that can be completed by August 15 will be completed by the outgoing committee. On completion of its business and no later than August 15, all records will be transferred to the new committee.

E. Each committee shall meet and prepare for distribution to the faculty a written report at least once each semester. The Committee on Nominations and Elections and the Faculty Hearing Committee are exempt from this requirement.

F. The Student Government Association will select the student for each student position on designated committees. These student representatives shall have full voice and vote. The Faculty Secretary shall include the names of student representatives in the published list of committee members.

G. A simple majority of the committee membership shall constitute a quorum.
H. Meetings of committees shall be called by the Chairs of the committees or by 50% of the members of the committees.

I. Senate committees deal with general College and faculty concerns and long-range planning issues, while College committees deal with regular, specific matters of College and faculty business. This division of responsibilities will be maintained in the formation of ad-hoc Senate and College committees (see Article V, Section 4).

J. Senate and College committees report to the Faculty Senate. In addition, the Faculty Research and Development Committee reports to the Provost and the Advisory Committee on Tenure, Promotion and Third-Year Review reports to the President.

Section 2. Standing Senate Committees

A. Members of standing Senate committees are nominated by the Committee on Nominations and Elections at least 15 days prior to the April Senate meeting and are elected by the Senate during the April Senate meeting.

B. The following standing Senate committees are established:

1. Academic Planning Committee
   a. Composition: Seven faculty members and one student. The Provost is a non-voting ex-officio member.
   b. Duties: To consider and recommend long-range academic programs and goals for the College. To this end, the committee shall gather information from such administrators, academic schools and departments, committees, program directors, and other individuals as are advocating new programs and goals, and it shall gather such budgetary information as would be necessary to evaluate the economic feasibility of such new programs and goals. In this work the Academic Planning Committee shall work closely with the Budget Committee. The committee shall also review and respond to plans brought to the committee by the Provost concerning the termination of programs, and shall gather such information as would be necessary to evaluate the impact of program termination upon the College’s academic mission. The Chair of the Academic Planning Committee or her or his representative shall attend meetings of the Academic Affairs Committee of the Board of Trustees. (Rev. May 2009, Jan. 2011)