By-Laws Committee Minutes  
February 15, 2013

In attendance: Glenn Lesses, Rick Heldrick, Susan Farrell, Sarah Owens, Lynn Cherry, Deanna Caveny-Noecker, Heather Alexander

1. The committee met with college attorney, Kathryn Bender, to discuss overlap between the FAM and the college’s policy website.
   --Ms. Bender said that faculty and staff policies tended to be bifurcated on every campus she’s been on. The problems we’re having are apparently fairly common.
   --Committee members said they’d like to see faculty policies all implemented at one time, at the beginning of the academic year, which would be some time in August. (An exemption to this would be policies that involved legal issues, such as new state regulations or existing policies that had been declared illegal—such policies might have to be implemented as necessary during the year.)
   --We also discussed some faculty listserv problems. It’s difficult to send official announcements to the entire faculty, since the faculty listserv now works on an opt-in basis. Important messages (such as those announcing faculty elections) need to come from Academic Affairs, but this creates its own set of problems.
   --We discussed the possibility of researching other institutions to see how they handle policy issues. Ms. Bender volunteered to begin the process by posting an enquiry to a college attorney listserv she participates in.

2. We discussed the problem of how the by-laws amendment process should work when proposed changes come from our own committee. If by-laws changes are proposed by senators or other committees at a Senate meeting, they are remanded to the By-Laws Committee for review and cannot be voted on until the following Senate meeting. It’s not clear if the same process should apply to our committee. The consensus seemed to be that it probably shouldn’t, even if past speakers of the faculty have interpreted the FAM as requiring the one month period before a vote could take place. Glenn will draft a motion stating that proposed changes to the by-laws coming from our own committee need NOT be remanded to our committee unless substantial changes to the proposal have been made on the Senate floor. He will also e-mail committee members the by-laws changes from last year that never made it to the Senate for a vote (because of the one month review period).

3. Despite our inability to definitively determine whether the omission of the sentence from the FAM requiring a majority of senators on Senate committees was deliberate or accidental, we agreed that it makes sense to require that at least one senator serve on each Senate committee. Glenn will draft a motion to this effect.

4. Finally, Glenn will work on official wording of the Academic Standards Committee motion (approved at our January 28, 2013 meeting) to add a non-voting, ex-officio member from the registrar’s office. He will e-mail a draft of the motion to committee members.