By-Laws Committee Minutes
November 30, 2012

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

1. We talked briefly about the problem of committee size. (This discussion grew out of the Academic Planning Committee motion to add a non-voting, ex-officio member that we’d considered at our Oct. 5 meeting.) We agreed that Glenn would e-mail chairs of faculty committees asking them to consider the proper size of their committees.

2. Next, we discussed possible procedures for keeping better track of FAM changes and for making sure the FAM and college policy website are in agreement.
   --We noted the By-Laws changes are easy to track; it is other policy changes that are more challenging.
   --Rick suggested the possibility of forming a policies committee, but there was a sense that this might over-bureaucratize the problem.
   --We discussed adding to the By-Laws Committee a non-voting, ex-officio member who would be the person from the President’s Office in charge of the policy website.
   --We discussed the possibility of coming to some kind of agreement in principle about what kinds of information should appear in the FAM and what should appear on the policy website. Some committee members thought it might be helpful to have these general principles put into writing; others thought we could really only make such decisions on a case-by-case basis.
   --Rick noted that he thought all changes affecting faculty (whether in the part of the FAM the faculty controls or not) should go to the Senate floor for information.
   --We talked briefly about utilizing some kind of software that could track policy changes, but this solution, if possible, seemed to be pretty far in the future.

3. We established some issues to be discussed at future meetings. Things we would like to accomplish in the spring include:
   a. Coming up with language for a non-voting, ex-officio President’s Office representative to be included on the By-Laws Committee.
   b. Setting a calendar for FAM changes and updates, in the hopes of getting the FAM out in a timely fashion.
   c. Possibly inviting the new college attorney to one of our meetings to discuss FAM versus policy website issues.