

To: Faculty Senate
From: The Committee on Rules
Date: April 29, 2005

The Committee on Rules requests that the Faculty Senate adopt the following motion at its meeting on May 2, 2005.

MOTION:

The Committee on Rules moves that the following be added to the Faculty Senate Internal Procedures:

Except in emergencies, Faculty Senators are expected to e-mail the Senate Secretary in advance if they will be absent from a Senate meeting for a legitimate reason.

Senators who are aware of scheduling conflicts that will prohibit them from attending Faculty Senate meetings should make a request of their department that they be replaced for a semester, academic year or for the remainder of their terms. The Chair of the Faculty Senate and Executive Committee may request of a department that a Senator representing that department be replaced for lack of attendance at Senate meetings. The Chair of the Senate shall first consult with the Senator in question concerning the reasons for absences. The Senator must be notified in writing of a pending removal action and be afforded the opportunity to meet with the Senate Chair and/or Executive Committee to discuss the action.

A Faculty Senate Committee member who becomes unable to regularly attend meetings or otherwise actively participate in the committee's work should notify the committee chair of a need to step down. The committee chair shall then forward a request to the Chair of the Faculty Senate that the Senator be replaced. The Chair of a standing Faculty Senate Committee may also initiate a request that the Chair of the Faculty Senate and the Executive Committee replace a member of that Chair's committee for lack of attendance at committee meetings and/or participation in that committee's responsibilities. Supporting documentation must be provided by the committee chair along with the request to the Chair of the Senate and Executive Committee. The committee member must be notified in writing of a pending removal action and be afforded the opportunity to meet with the Senate Chair and/or Executive Committee to discuss the action. If other members of the Committee disagree with this request, they may state their reasons to the Chair of the Senate and the Executive Committee who shall make the final decision. A replacement shall serve until the committee seat is filled at the next Faculty Senate Organizational meeting elections.

JUSTIFICATION OF THE MOTION:

Since the Faculty Senate and its Standing Committees have been asked to assume more responsibilities in the shared governance model Eastern Kentucky University has adopted, it has been called to the Senate Rules Committee's attention that neither the Senate nor its committees can function well or make legitimate recommendations without adequate attendance and participation by all of their members.

Therefore, in order to promote responsibility and participation by all Senators and elected or appointed members of Senate Committees, the Faculty Senate Rules Committee presents the above motion.