

## MOTIONS FROM THE RULES COMMITTEE

### 1) Make the following change in Section VII of the Faculty Handbook:

#### VII. THE FACULTY SENATE

##### C. Organization of the Senate

##### 3. Secretary

- A. The Secretary shall be elected annually at the organizational meeting in May by the members of the Senate. The term of the Secretary shall be for one year and shall begin on January 1 following the election. In the temporary absence of the Secretary, the Chair of the Senate will appoint a member from the University to serve as acting secretary.

Change the preceding section of the Faculty Handbook to read:

##### 3. Secretary

- A. The Secretary shall be appointed annually by the Chair of the Senate at the regular meeting in December. The term of the Secretary shall be for one year and shall begin on January 1. The Secretary will be paid on an hourly basis from the Senate budget for all services rendered to the Senate.

**Rationale:** This is the current practice of the Faculty Senate. No faculty have been interested in serving as Secretary for many years so it seems pointless to continue the formality of “electing” a secretary who is actually being hired for services rendered.

### 2) Make the following change in Section VII of the Faculty Handbook:

#### VII. THE FACULTY SENATE

##### D. Meetings of the Faculty senate

4. The current edition of Robert's Rules of Order Newly Revised shall govern conduct of meetings of the Senate, except when the Senate shall adopt rules otherwise; and the presiding officer may appoint a Parliamentarian to aid in questions of parliamentary procedures.

Change the preceding section of the Faculty Handbook to read:

4. The current edition of Robert's Rules of Order Newly Revised shall govern conduct of meetings of the Senate, except when the Senate shall adopt rules otherwise. The Executive Committee shall seek a parliamentarian from among the faculty or retired faculty. The parliamentarian shall not be at the same time a member of Senate. If no qualified person is available and willing to serve, or in the absence of that person, the vice-chair shall serve as parliamentarian until a qualified person is found.

**Rationale:** The Chair and Senate need a competent parliamentarian who is not a member of the Senate in order to help insure that all parties “play by the rules.” Even if comfortable with Roberts Rules, the Chair should not have to have the additional task of ruling on the appropriateness of procedures. Our current Parliamentarian is a retired faculty member and whenever he chooses to step down, this could be a nice way to involve other retired faculty or active faculty who are not Senators.

**3) In the Internal Procedures of the Senate, under the section on Senate Chair, add this paragraph in the section titled "After the May Senate Meetings":**

Work with the incoming Vice Chair to define how to share your duties. You should arrange to work together in a way that is comfortable to both of you, and which reflects the ratio of course releases given to each of you. The Chair has two releases, the Vice Chair one, so your arrangement should give about one-third of the burden to the Vice Chair.

**Rationale:** After consulting with past and current Chairs and with our Vice Chair, we determined that the Internal Procedures, rather than the Faculty Handbook, should be used to specify the Vice Chair's duties. The Faculty Handbook does not specify the Chair's duties in great detail, and should not be more specific (e.g. naming ex officio committees) regarding the Vice Chair. The Internal Procedures currently say nothing about the Vice Chair's duties, but do specify the Chair's duties in detail. Chairs and Vice Chair were unanimous in recommending that individual officeholders be given flexibility to work out the exact arrangement of duties.