

## MEMORANDUM

TO: The Faculty Senate Executive Committee

FR: Ad Hoc Chair Committee  
Dr. Karen Janssen, Senators J. Taylor and K. Johnson, Senate  
Chair C. Siegel

SUBJECT: Motions Related to Senate Vice Chair and Chair

DATE: January 24, 2005

### **Background**

The responsibilities of the Faculty Senate Chair at Eastern Kentucky University have become considerably more demanding as collegial governance has been institutionalized under the leadership of President Joanne Glasser. The Senate Chair participates on a growing number of top-level University administrative committees and must make a far greater commitment of time and effort to the position than at any time in the past. This commitment is expected to grow in the future.

### **Response**

In Fall 2004, a query was sent to the COSFL listserv requesting information about the position of Senate Vice Chair from Senate Chairs and Regents at the seven state comprehensive higher education institutions. Responses from six of these institutions are presented in an appendix (attached). All responding institutions have Senate Vice Chairs (or Vice Presidents). Most also recognize the extreme time demands made on the Senate Chair by allocating more reasonable release time.

In November 2004, the current Chair of the ECU Faculty Senate convened an ad hoc committee composed of immediate past ECU Faculty Senate Chairs to consider strategies for accommodating the changing role of Chair. The ad hoc committee considered the information from COSFL and the current situation of the Senate Chair at Eastern Kentucky University.

After considerable deliberation, the committee proposes that the position of Senate Vice Chair be created and that the Senate Chair be allocated release time appropriate to the responsibilities of the position. These recommendations are presented in two proposals (attached). The committee respectfully recommends adoption of the proposals and implementation beginning with the next Senate election in May 2005.

### Motion 1: Proposal for Faculty Senate Vice Chair

The Ad Hoc Committee proposes the following changes to the Faculty Handbook, section VII. The Faculty Senate:

#### C. Organization of the Senate

##### 2. Vice Chair of the Senate

- a. The Vice Chair of the Senate shall be nominated annually in April and elected in May from the elected membership by the Senate. The election is to be held during the organizational meeting for the newly constituted Senate. To be eligible to serve as Vice Chair, a Senator shall have tenure and at least one semester's prior service in the Senate.
- b. The Vice Chair of the Senate shall preside at meetings of the Senate in the absence of the Chair.
- c. The Vice Chair will serve as a voting member of the Senate Executive Committee.
- d. The Vice Chair will be appointed by the Senate Chair to be the chair of a Senate Standing Committee.
- e. The Vice Chair of the Senate will receive one-quarter release time from teaching and other department and college responsibilities.

Note: The section describing the Secretary for the Senate will be renumbered as 3. Secretary. The addition of a Vice Chair with the above responsibilities would also change 1.b. to reflect 2.b.

### Motion 2: Proposal for Faculty Senate Chair

The Ad Hoc Committee proposes the following changes to the Faculty Handbook, section VII. The Faculty Senate:

#### C. Organization of the Senate

##### II. Chair of the Senate

- a. The Chair of the Senate shall be nominated annually in April and elected in May from the elected membership by the Senate. The election is to be held during the organizational meeting for the newly constituted Senate. To be eligible to serve as Chair, a Senator shall have **tenure and** at least one semester's prior service in the Senate. A Chair may not serve more than two terms consecutively.
- g. ~~When possible, the Chair of the Senate should be eligible for~~ **will receive one-half** release time **from teaching and other department and college responsibilities.** ~~It is the responsibility of the Chair of the Senate to initiate a request for released time through normal channels.~~