

Meeting Minutes for the Faculty Senate Rule Committee Meeting  
10/21/16  
Dizney 135 9am

Called to order at 9 a.m.

**In attendance:** Karen Martin, Ralph Turner, Jeff Neugebauer, Lisa Kay and Camille Skubik-Peplaski

Guest: Shirley Peganoff-O'Brien

Committee Co-Chairs: Ralph Turner and Camille Skubik-Peplaski

Committee Secretary: Karen Martin

**Minutes were approved from the September 19' 2016 meeting.**

**Old Business-**

Pending Charges and actions;

1. Conduct a review of each Faculty Senate committee and report any recommendations to the Faculty Senate Executive Committee for possible action.

**Committee Action:** *Shirley explained that we need a Standard Operating Procedures (SOP) manual with timelines. The rationale for this is to inform faculty of responsibilities with clear expectations of time requirements. The Rule Committee needs to update Section 7 given the development of the Board of Governors. After the establishment of the Board the Rules Committee will add changing Section 7 to a future agenda. For now, the creation of the SOP will be added to November's agenda.*

2. Should admin be able to voice\vote on faculty senate? Provost, Faculty Regent, President, Dean rep? **Committee members will contact schools off the list of benchmark institutions on EKU's website to identify the role of the Provost, Faculty Regent, President, and Dean representatives at Faculty Senate by next committee meeting. Each member will chose 2-3 institutions following this process; Jeff chose from schools A-D, Ralph from E-H, Karen- I-M, Lisa- N-S and Camille- U-Z.**

**Committee Action:** *All committee members contacted various colleges and universities to ask about the voting privileges for Provost, Faculty Regent, President, and Dean rep. Reports indicated no one has voting privileges. Anecdotal reports informed that Georgia has those persons present but no voting. Deans don't typically attend. In other instances the President comes for a few minutes and then leaves. Jeff will follow-up with voting privileges and then discuss again next month.*

3. Recommend a procedure for reminding departments/units about the need for an elected alternate. Update handbook about Senate Representation. (Substitutes do not have voting privileges). Remind departments to find an alternate. Alternates need to be elected by department. 3-year term for alternates.

TO: Faculty Senate

FROM: The Rules Committee

DATE: 11/3/16

The Committee on Rules requests that the Faculty Senate adopt the following motion at its meeting on 11/3/16.

MOTION: We propose that Part Seven, section VII, item B. 2. f) on alternates be changed in the following way.

All voting members of the Senate are elected to represent the faculty in their departments. In order to ensure consistent and accurate representation, each department is ~~also asked~~ **required** to elect an alternate for a three-year term in addition to their regular Senator(s). **Departments have the option to elect an alternate for each representative Senator. Each election unit shall be entitled but not required to elect alternate delegates (as many as the unit deems feasible) to ensure voting rights of their faculty. The Alternates may attend for any Senator in their departments with more than one representative.** Elected alternates will possess full voting rights and attend meetings when the Faculty Handbook 2015-2016 Part Seven 48 elected Senator is unavailable. In situations ~~where in which~~ an alternate is ~~either not elected or is~~ unable to attend, a substitute may attend. Substitutes are allowed to speak to issues and report back to their departments, but substitutes do not have voting rights. The Senate Chair and/or Secretary should be notified in advance whenever an alternate or a substitute will attend a Senate meeting in place of a Senator.

JUSTIFICATION: Requiring each department to have an alternative ensures each department will have full representation at every senate meeting.

**Committee Action:** *The committee voted on this motion and it passed. It will now be sent to Faculty Senate. Also discussed was to add to the November agenda the ability of lecturer and clinical staff to serve as Faculty Senators.*

4. Respond to Faculty-at-Large concerns about revisions in the Faculty Handbook, Part VII, Section IX Amendments to provide a more efficient process for faculty-at-large approval on motions but still provides opportunity for a group meeting if 10% of faculty petition against proposed motion(s). Suggest clarity in the process.  
Clarify procedure for 10%.

TO: Faculty Senate  
FROM: The Rules Committee  
DATE: 11/7/16

The Committee on Rules requests that the Faculty Senate adopt the following motion at its meeting on 11/7/16.

MOTION: We propose that Part Seven, section IX on Amendments be changed in the following way.

Amendments to this organization may be proposed by a member of the Faculty Senate or by petition of 10 percent of the Faculty-at-Large. Proposed amendments shall be presented to the Chair of the Faculty Senate. If a proposed

amendment is approved by a two-thirds vote of the Faculty Senate, the proposed amendment **and a link to a petition** will be distributed **electronically** by the Faculty Senate Chair to the Faculty-At Large who shall have 30 business days to review the proposed amendment. In the event that 10 percent of the members of the Faculty-at-Large **dissent by electronically signing the petition to initiate a vote of the Faculty-at-Large on** the proposed amendment, the Chair of the Faculty-at-Large shall direct that the petition of the proposed amendment be considered at the next regular or specially called meeting of the Faculty-at-Large. In order for the amendment to be enacted, a two thirds majority of those present at the meeting of the Faculty-at-Large must approve the proposed amendment, which shall be submitted to the Board of Regents through the President of the University and shall become effective upon ratification by the Board of Regents. A proposed amendment not petitioned by the Faculty-at-Large must be approved by a two thirds majority of the Faculty Senate before submission to the Board of Regents through the President of the University and shall become effective upon ratification by the Board of Regents.

JUSTIFICATION: The added language gives a clear method for the faculty to petition a vote by the Faculty-at-Large.

***Committee Action:*** *This motion was voted on and passed. It will also be sent to Faculty Senate to be voted on during the November 7, 2016 meeting.*

**Meeting Adjourned**

*The committee's next meeting is scheduled for Friday, November 18, 2016*