

## Rules Committee Meeting Minutes from September 18, 2017

**Called to order:** Wallace Building, Room 111

**In attendance:** Rachel Bishop-Ross, Lisa Kay, Karen Martin, Ralph Turner

**Guests:** None

**Committee Co-Chairs:** Lisa Kay and Karen Martin

**Committee Secretary:** Rachel Bishop-Ross

**Minutes for 4-28-18 APPROVED**

### **Pending Charges and Actions:**

1. Charges 2 and 3: These have been addressed. However, Rules will follow up on the administration of the petition as detailed in #2. Senator Kay will contact Senate Secretary Pauletta King and Chair Winslow regarding where we stand on those issues. Some rewording for clarification may be necessary.
2. Re: 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. (leftover from spring 2018)

Senator Bishop-Ross will draft a generic petition for motions that will be sent to the faculty-at-large when necessary for a vote. Depending on what service is used to deliver the petition, faculty could make comments under their signatures within the petition.

3. Charge 1: in order to receive information and internal procedures from the Senate committees, Senator Kay will make a Survey Monkey survey to be sent to the chair/co-chairs of each committee to determine if the committees are functioning as they should and what duties each committee should be overseeing.
4. Charge 4: Senator Bishop-Ross will email Pauletta King and ask what the expectations are for updating the Faculty Handbook.
5. Charge 5: Senator Turner will email Provost Whitehouse regarding merit pay and whether those guidelines need to be revised or removed from the handbook.

### **Meeting Adjourned**

The committee's next meeting is scheduled for Monday, October 9, 2018.