

Rules Committee Meeting Minutes from January 11, 2021

Called to order: Zoom

In attendance: Lisa Kay, Renee Causey-Upton, Todd Gooch, Michelle Grempe, and Rachel Bishop-Ross

Absent: None; Senator Causey-Upton left early due to an appointment

Committee Chair: Lisa Kay

Committee Secretary: Renee Causey-Upton

Minutes for 1-11-21: Approved 2/8/2021

Discussion Items:

1. Meeting called to order. Senator Grempe made a motion to approve the minutes and this was seconded by Senator Gooch. November minutes approved by vote.
2. Continued discussion of faculty voting procedures for Faculty Senate.
 - a. It seems feasible to continue using Google forms for voting for Faculty Senate. IT Committee can send an email including a survey link at the start of the meeting and Senators who are present will indicate they are in attendance. IT committee would also need a CSV file of Senator email addresses to use for this process. Faculty Senators must continue to report in advance of the meeting if they will be absent and any alternates who will vote in their place to update this list for each meeting. Faculty Senators would continue to use laptops, cell phones, iPads, or other device to complete voting. IT Committee would have a list of members and associated email addresses and would email links to the survey for voting items using this list. IT Committee will follow up to determine pragmatics of implementation now that Rules Committee has determined the procedure for future in-person voting.
3. Discussed the differences between Teaching and Research Faculty and Faculty-at-Large. Adjunct faculty are currently included in the definition of Faculty-at-Large per revisions from the Rules Committee previously. Discussed whether or not Adjunct Faculty should be removed from the broader Faculty-at-Large designation. One concern is that currently based on the most recent version of the Faculty Handbook, Adjunct Faculty are included in the 10% of Faculty-at-Large needed to trigger a vote and this could make it more difficult to meet the 10% criteria.
4. Discussed the three year consecutive term limit for serving as a Faculty Senator and that serving as Faculty Senate Chair does not count against the three years of service. The committee is continuing to clarify this information in the handbook. Further edits need to be made for editorial changes as well throughout the document for punctuation.
5. Senator Gooch recommended unofficial phrasing regarding procedures for Elections and University Nominations to address ex officio members: Faculty from departments with ex officio members who are interested in serving on the General Education Committee should speak with their Department Chair as they are not eligible for nomination to the committee due to already having membership spots reserved on the committee.
6. Senator Grempe reported the internal procedures for Faculty Welfare Committee includes a requirement for the representative from Human Resources to attend meetings. Discussion continued regarding the need for chairs to review their internal procedures for Faculty Senate Subcommittees for proper implementation of procedures and for any needed updates annually. Determined that the Rules Committee will distribute internal procedures to chairs of Faculty Senate Subcommittees annually with a reminder to review their internal procedures and make appropriate updates.

Pending Charges and Actions:

1. Senator Kay will bring forward discussion of Adjunct Faculty to Executive Committee to determine appropriate phrasing and role clarification for the Faculty Handbook.
2. Senator Kay will report to Executive Committee and Faculty Senate regarding the planned procedures for voting to be carried out using Google forms in the future when there is a return to in-person meetings.
3. Chairs of Faculty Senate Subcommittees will be contacted to update their internal procedures.
4. Senator Gooch will discuss with the Elections and Nominations Committee the potential need for official phrasing to guide Elections and Nominations Committee regarding ex officio members for the General Education Committee.

Meeting Adjourned