

Rules Committee Meeting Minutes from February 8, 2021

Called to order: Zoom

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

Absent: None

Committee Chair: Lisa Kay

Committee Secretary: Renee Causey-Upton

Minutes for 2-8-21: Approved 3/8/21

Discussion Items:

1. Meeting called to order. Senator Gooch made a motion to approve the minutes and this was seconded by Senator Causey-Upton. January minutes approved by vote.
2. Senator Gooch reported that he contacted the IT committee regarding the process recommended by Rules committee for continued voting using Google Forms when Faculty Senate returns to in-person meetings. Draft of Senate Voting Procedures During Faculty Senate Meetings below was shared with the IT Committee chair:
 1. The day before each monthly Senate meeting, Faculty Senate Secretary will provide members of the IT committee with a list of the email addresses of current Senators and a list of alternate Senators who have indicated that they will be representing their departments at the meeting in question.
 2. Members of the IT Committee will send a Google Form to all Senators and alternates on the email list who are expected to be present.
 3. Members of the IT Committee will remove from the email list Senators and alternates who do not register their attendance.
 4. Google Forms for individual votes during Senate meetings will be sent to those Senators and alternates whose attendance has been registered at the Senate meeting in question.
3. Discussed Executive Committee discussion regarding concerns with including adjunct faculty in the Faculty-at-Large designation due to the 10% criteria needed to trigger a vote. Briefly searched university policies to determine if Faculty-at-Large designation is included within these policies and how that may impact adjunct faculty. Evaluating the President was identified as one of these policies. Determined that adjunct faculty may need to be removed from the definition of Faculty-at-Large and that Associate Provost Wies will be contacted to determine the intended audience for completing tasks such as evaluating the President and who is/should be included in university policies.
4. Discussed the procedural change presented at the last Faculty Senate meeting for policies to come forward for a vote rather than a first read to Faculty Senate if deemed appropriate for an individual policy by the Executive Committee. Faculty Senators can still vote to have more time to review a policy and seek feedback if needed.
5. Senator Kay has contacted Faculty Senate Subcommittee chairs regarding updating their internal procedures. Faculty Senate Subcommittees should revise their internal procedures for proper implementation of procedures and for any needed updates annually.

Pending Charges and Actions:

1. Senator Gooch will follow-up with IT Committee regarding recommended in-person voting procedures and report their response to the Rules Committee.
2. Committee members will continue search of policies to determine if Faculty-at-Large designation is included within university policies and how that may impact adjunct faculty.

3. Senator Kay will contact Associate Provost Wies to determine the intended audience for completing tasks such as evaluating the President and who is/should be included in university policies.

Meeting Adjourned