

Senate Information Guide 2016-17

Julian Heather, Chair 2016-17
Tom Krabacher, Parliamentarian 2011-16
Matt Schmidlein, Vice-Chair 2016-17

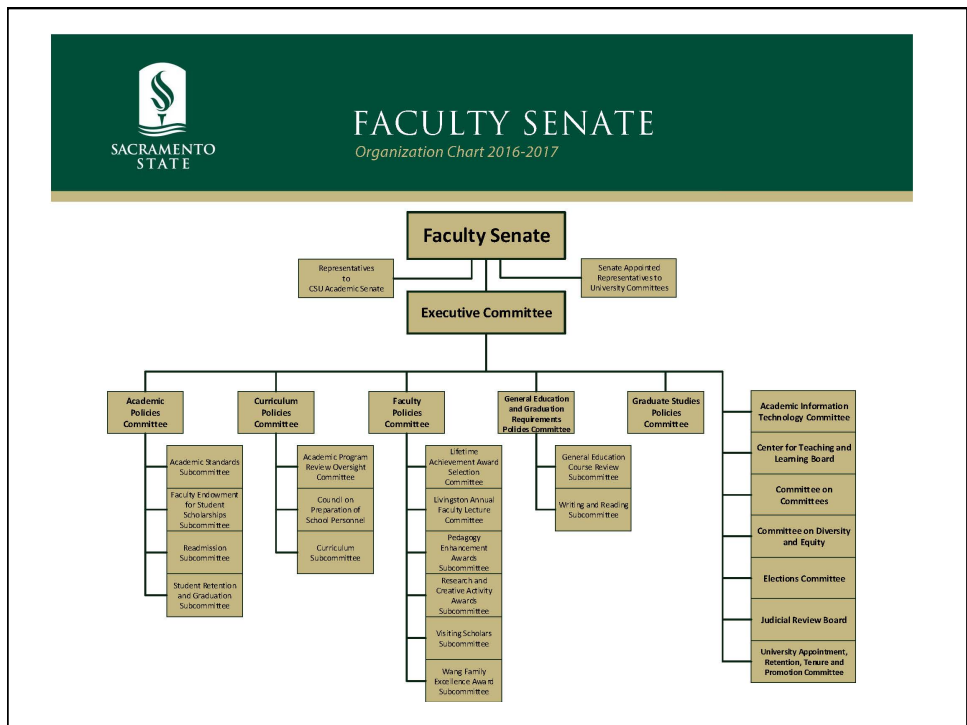
What is shared governance?

“An effective system of shared governance within a university recognizes the president ultimately has authority and responsibility for the decisions affecting the institution. The same system recognizes that shared governance benefits from a process of joint decision-making, consultation and a spirit of collegiality wherein mutual respect and mutual responsibility are essential.”

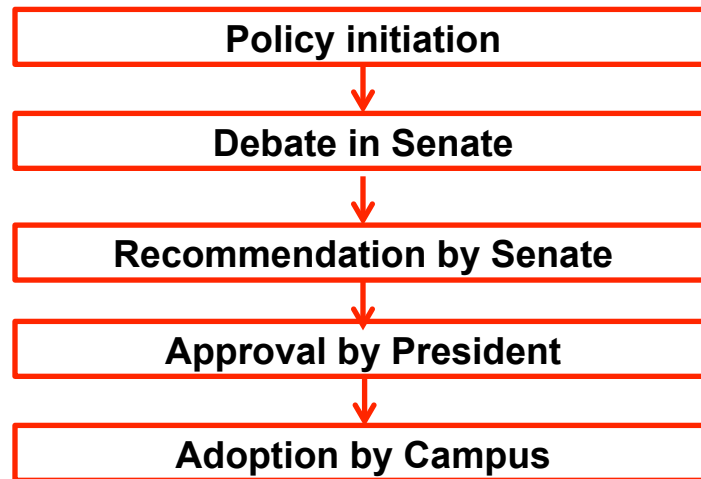
*Adopted by the Faculty Senate, April 15, 2010 (FS 10-30/EX)
Reaffirmed by the Faculty Senate, August 26, 2015 (FS15/16-16/EX)*

What is the role of the Senate?

- Advocates on behalf of constituencies:
 - Senate appointments to university committees
 - policy creation
 - recommendations to administrators
- Voice of the faculty
 - dialogue with upper level administration to influence decision-making and impact campus culture



How does academic and curricular legislation occur?



What is the structure of meetings?

1. Call to Order
2. Roll call
3. Moment of Silence
4. **Open Forum**
5. Information Items
6. **Approval of Agenda**
7. Approval of Minutes
8. **Second Reading Items**
9. **First Reading Items**
10. Adjournment

Open Forum

- 10 minutes (extendable by simple majority)
- 3 minutes per speaker (strictly enforced!)
- Any member of campus community can speak
 - Notify Chair 24 hours in advance
- Issues raised can become First Reading items

Approval of the Agenda: What's a consent item?

- Items that are routine and non-controversial
 1. Consent information items
 2. Consent action items
- **ALL** consent items are approved with agenda
- Representatives may request removal of item from consent
 1. Information items (motion to amend/rescind)
 2. Action items (automatic placement on agenda)

What is considered “routine and non-controversial”?

Information

- Executive Committee actions taken when time doesn't permit Senate to act (summer/winter)
- Approved Senate actions

Action

- Committee appointments
- Program proposals
- Program reviews
- Policies (amendments to ensure compliance)
- Committee standing rules
- Year-end reports

First reading

- 10 minutes (extendable by majority vote)
- 3 minutes per speaker (strictly enforced!)
- Presentation on intent of & need for policy
 - Committee Chair
 - Maker & seconder of motion
- Questions and clarifications
- Allows for consultation

No debate!

Second reading

- Item received First Reading at previous meeting
- Item promoted to Second Reading
- Action taken on an item
(see *Motions 101* handout)
- Debate ends when..
 1. Speakers list exhausted
 2. Motion to end debate (non-debatable; 2/3 majority)

What are a representative's responsibilities?

1. Attendance at meetings
 - Communication with alternates
2. Careful review of documents
3. Consultation with constituents
4. Collegiality & objectiveness
5. Preparation of amendments before proposing them