

Discussion Items for Faculty Executive Committee January 29, 2015

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1. Revision of the Faculty President's Term in Office
 - a. Move to a two-year term for the Faculty President
 - b. Revise the roles and responsibilities of the Faculty President-Elect and the Past President
2. Establish a Faculty Task Group to review and recommend changes to the Faculty Constitution and Standing Rules
 - a. Consider merging the two documents
 - b. Consider allowing full-time non-tenure track teaching faculty to serve as officers of the faculty, committee chairs, etc.
 - c. Examine the need for the current proportional representation structure of FEC and other committees.
 - d. Revisit the voting status of all ex-officio members of the faculty council
 - e. As a result of growth, rethink the roles and responsibilities of the FEC and the FC.
3. Committees and Committee Structure
 - a. Establish a Working Group to evaluate all faculty committees.
 - i. Identify committees that are no longer necessary
 - ii. Review the existing committee charges to identify those that need to be revised.
 - iii. Make recommendations to the FEC on best practices for integrating and coordinating the activities of Faculty committees and Academic Affairs committees
4. Adopt the attached policies (labeled Appendix A and Appendix B) on requesting faculty participation on standing and ad hoc committees outside the Faculty Governance structure and Procedures for submitting Motions/Resolutions from committees to FEC.

APPENDIX A

Recommended procedures for requesting faculty participation on standing and ad hoc committees outside the Faculty Governance structure.

Requests for faculty representation on new standing or ad hoc committees directly or indirectly related to faculty governance should be submitted by the convening authority in writing to the Faculty Executive Committee. That request should identify the name and purpose of the committee, its structure, its aim and responsibility, whether it is a policy making or advisory body, the requested number of faculty representatives, the duration of the appointment, the anticipated meeting schedule, the expected workload, and the general qualifications of suitable candidates. If it is an ad hoc committee, its expected establishment and disestablishment dates should also be provided.

The FEC will consider the request at its next scheduled meeting. If the request is approved, the Faculty President will extend an invitation to Faculty Council members and to all eligible faculty members soliciting interest in serving on the committee. This will constitute Faculty Council appointment as prescribed in F.3. above. Interested faculty members will be instructed to contact the convening authority directly.

The convening authority will review candidates and select a candidate or candidates to join the committee, reporting that selection to the Faculty President. The process would be repeated as needed to fill committee vacancies that occur. The Faculty President will ensure that faculty members serving on these extra-Council committees are recognized on the Faculty Council Web site and in other relevant documents.

Faculty members serving on extra-Council committees will periodically, at the request of the Faculty President, report their committee activity to the FEC.

APPENDIX B

RECOMMENDED PROCEDURES FOR SUBMITTING MOTIONS/RESOLUTIONS FROM COMMITTEES TO FACULTY EXECUTIVE COMMITTEE FOR FACULTY COUNCIL AGENDAS

- According to *Robert's Rules*, *motions* are proposals for action by the group (the Faculty Council, in this instance). *Motions* from committees to the FEC must be in writing and should begin with a clear statement such as, "The _____ Committee moves that we establish an ad hoc committee to consider the issue of . . .," or "The _____ Committee moves that we adopt the following proposal:" Subsequent language in the motion should also be clear, describing precisely what it is the committee is proposing. Using clear, actionable language will focus discussion in the Faculty Council meeting and reduce the risk of misunderstanding or confusion, especially when it comes to voting on the measure.
- A *Resolution* is a type of motion that expresses a statement of policy, principle, sentiment or feeling. A *resolution* generally has a preamble (one or more "whereas" statements) followed by a declarative conclusion (one or more "therefore be it resolved" statements).
- *Motions*, including *resolutions*, submitted by committees to the FEC for Faculty Council agenda inclusion will be considered on their merits by FEC members. The FEC, after discussion, may exercise several options:
 - The FEC may vote to place the item on the Council agenda. Doing so does not necessarily imply FEC endorsement of the motion but rather that the FEC deemed the item worthy of Council discussion and vote. The FEC may forward the item to the Council with or without comment. If a comment is included, that comment may express support for or opposition to the item.
 - The FEC may ask the submitting Committee representative on the FEC to effect specific and minor changes to the *motion* with the stipulation that, assuming those changes are made, the item may go forward to the Faculty Council.
 - The FEC may defer a vote and request that the submitting Committee further refine the *motion* or submit additional material, supporting data, or other items to facilitate a more informed determination. The revised *motion* or the original motion with additional material will then be considered at a subsequent FEC meeting.
 - The FEC may vote against the item and decline to forward the item to the Council. In that case, the FEC should normally provide its reasoning to the submitting Committee.

- When a *motion* reaches the Faculty Council in this manner, it is considered a motion to the floor and need only be seconded to begin discussion. The motion is then subject to treatment under *Robert's Rules*. In that sense, the *motion* may be voted for or against, postponed, referred to committee, objected to, divided, rescinded after approval, amended, laid on the table, withdrawn, reconsidered, etc.