The meeting was called to order by the chair, Amy Lederberg, at 10:08 a.m. The first item of business was the approval of the September 2nd minutes. The minutes were approved with no changes.

The next agenda item was a review and discussion of the Senate calendar. Dr. Lederberg gave a summary of the situation. Because some senators are unhappy with the calendar now that the Senate year has begun, she was asked to have this committee review the calendar and make a recommendation about it. The floor was opened for discussion. Some committee members felt that since the Senate hasn’t gone through a whole year based on this calendar, it seems premature to change it before one year has passed. Tim Crimmins stated that when the new calendar was up for discussion two years ago, not enough attention was paid to the beginning of the Senate year and the rhythm of how committees work. Discussion continued. There was some discussion about the nominations process under the new calendar versus under the old calendar. It was decided that Dr. Lederberg would ask the committee chairs for feedback on the Senate calendar.

The next item was electronic voting. Dr. Lederberg summarized the issues regarding this topic. The practice of using email to tally votes on proposals is operating outside the guidelines stated in the Senate Bylaws. This issue needs to be dealt with so that the Senate is clear about what can and cannot be done with email. The floor was opened for discussion. There was a general agreement that using email to communicate with committee members about agenda items was acceptable, but when the time came to vote a proposal up or down, a face-to-face meeting must be held. Subcommittee business was discussed. Dr. Lederberg proposed that a questionnaire be sent to committee chairs on this topic. If there are committees that want to use email voting, then the chairs will be invited to a Statutes and Bylaws Committee meeting to discuss the issue. Tim Crimmins proposed a motion stating, “The Statutes and Bylaws Committee is on record agreeing with the current edition of Robert’s Rules of Order. Although discussions can take place via email, committee decisions must be made at a committee meeting where deliberation is possible and there is a final vote taken”. The motion was seconded. A vote was taken and the motion passed. It was agreed that Dr. Lederberg should send out the proposed questionnaire to committee chairs.

The next item discussed was the Senate structure. The Senate Executive Committee has asked all committees to examine its charge and membership to determine if changes need to be made. Dr. Lederberg asked the committee members to review the section in the Bylaws that describes the Statutes and Bylaws Committee. This will be an agenda item for the November meeting. There was a brief discussion about the membership composition of the Fiscal Advisory Committee to the President. Another discussion centered on the term “at least” in many of the committees’ membership lists and how that should be interpreted. This issue will be discussed in more depth at the November meeting.

There are three Senate committees that have the Associate Provost for Academic Programs on their membership list. This position no longer exists. There was discussion about the best way to resolve this issue. It was agreed that Dr. Lederberg would contact the chairs of the three committees, as well as the Provost, to determine if a Provost’s representative is needed on those committees. If so, the Provost will need to provide their titles. The Student Technology Fee subcommittee of IS&T has “a representative of the Staff Advisory Council” listed as a member. This should have been changed to “staff senator” when the motion to add staff to the Senate was approved. This was an oversight and needs to be amended. Dr. Baez moved that the term “staff senator” replace the term “a representative of the Staff Advisory Council” on this membership list. The motion was seconded and approved.

The next agenda item, the nominations process, will be put on November’s agenda. The last item on the agenda was a proposal to amend Article VI. Section 3 of the Bylaws. The statement, “Elected faculty members of standing committees serve for two years” is not current practice. A motion was made to amend the text to read, “All members of standing committees shall serve for a one year term, or until their successors assume office, and shall be eligible
for re-election”. The motion was seconded and approved.

Since there was no further business, the chair adjourned the meeting at 11:27 a.m.

Respectfully submitted,
Mary Nell Stone,
Committee Assistant