Members present: Ben Baez, Tim Crimmins, Amy Lederberg, John Marshall, Ed Palmer, Tammy Sugarman, Marti Singer, Leslie Williams, Carol Winkler.

Members absent: Tiffany Armstrong, Murray Brown, Dan Franklin, Tom Lewis, Peter Lyons, Corneill Stephens, John Thomas.

Guest: Barbara Carroll.

The meeting was called to order by the chair, Amy Lederberg, at 10:04 a.m. The first item of business was the approval of the December 10th minutes. The minutes were approved with no changes.

Dr. Lederberg turned the floor over to Barbara Carroll, AVP for Human Resources, so that she could explain the item she placed on the agenda: administrators’ eligibility for ORP. Ms. Carroll gave the background of the Optional Retirement Plan (ORP) and how this issue came to light. She distributed a handout of the relevant BOR policy regarding how USG institutions should designate who is eligible to participate in this plan. She then distributed the listing of eligible positions that HR had been using over the years. Human Resources assumed that this appendix was contained in the University Statutes but it was not. The issue now is how to designate in the Statutes which faculty and principle administrators are eligible for the ORP. After the committee discussed the issue, it was agreed that a statement would be added to the Statutes that indicates that the list of eligible administrators can be found in the Faculty Handbook.

The next item on the agenda was e-mail voting. The committee reviewed the proposed amendment that was sent with the meeting announcement. There was some discussion about the text, subcommittee protocol, and the notion of objecting to an e-mail vote. After continued discussion, it was moved and seconded to propose the following: “Actions by a senate committee or subcommittee can be taken by electronic voting. At least a majority of the entire committee membership must vote before a vote can be considered valid. If a committee member objects to using electronic voting for a particular motion, the motion will be acted on at an official meeting. The results of an email vote must be reported at the minutes of the next meeting”. The question was called and the proposed motion passed. The proposal will be sent to the Senate Executive Committee for consideration.

The next item for discussion was the Senate calendar. Dr. Lederberg explained the proposal to change the calendar that was included in the call to the meeting. She had gone back to the original motion that changed it to its current form and amended the text to read as it did before the change. She mentioned that at the ad hoc Committee of Chairs meeting, it was suggested that FACP would benefit from being on the academic year calendar rather than the Senate calendar. The floor was opened for discussion. Most committee members stated that they would prefer going back to the former calendar. Discussion centered on the timing of the nominations process for this year. Dr. Lederberg will talk with the Provost and get his feedback on the calendar for FACP. This item and the item regarding ORP eligibility will be on the agenda for the next meeting.

Since there was no further business, the chair adjourned the meeting at 11:12 a.m.

Respectfully submitted,
Mary Nell Stone,
Committee Assistant