

To: Senate Advisory Committee on University Affairs

From: Scott Masten

Re: Requested changes to the Report of the Task Force to Review Proposed Revisions to Rules Governing the Senate Assembly (April 30, 2006)

Date: December 1, 2006

Following my presentation of the report of the task force charged with reviewing proposed revisions to rules governing the Senate Assembly, SACUA asked for a reorganization of the proposed revisions by subject. My attempt to respond to that request is as follows:

1. I am attaching the original report, with minor corrections and the addition of paragraph numbering for referencing.
2. The Task Force's judgment was that the proposed revisions contained in Part I, "Proposed Changes to Senate Rules: Updates and Minor Revisions" (# 1-16), did not involve significant policy issues and could be adopted without debate. Except for the relocation of one proposed revision from Part I to Part II (# 21), no changes have been made to Part I.
3. I have added the attached Addendum, which lists proposed revisions from Parts II (# 17 - 25) and III (# 26 - 33) of the original report organized by topic. Some of these sections address more than one topic and therefore appear more than once. In addition, some paragraphs contain proposed revisions of a minor nature (e.g, wording corrections) that have not been listed separately. The following table provides a summary of the topics covered in the addendum, their corresponding paragraphs (identified by number from the revised original report), and their page number in the addendum..

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Regents Bylaw changes in bold text

REPORT OF THE TASK FORCE TO REVIEW PROPOSED REVISIONS TO RULES GOVERNING THE SENATE ASSEMBLY

April 30, 2006
(revised December 1, 2006)

This task force was formed to review proposed revisions to the Rules of the University Senate, the Senate Assembly and the Senate Advisory Committee on University Affairs and to Regents Bylaws related to those rules. In 2004-05, the Rules Committee produced a comprehensive set of proposed revisions covering a wide range of matters, including minor wording changes and clarifications; updates to reflect advances in communication technology; modifications to reconcile conflicts between Senate Rules, Regents Bylaws and existing practices; and changes in membership in Senate Assembly. In addition to a general review of the Rules Committee's recommendations, we were asked to provide our opinion on which of the proposed changes could be implemented without the need for changes in the Regents Bylaws. To the extent proposed revisions to the Senate Rules are consistent with the current Regents Bylaws, such revisions can be implemented unilaterally by the Senate Assembly. By contrast, changes in Senate Rules that would conflict with the Regents Bylaws, as well as proposed revisions to the Regents Bylaws themselves, require coordination with the Regents.

To facilitate discussion and potential implementation of the proposed changes, we have divided the 2004-05 Rules Committee recommendations into three categories:

- I. **Proposed Changes to Senate Rules: Updates and Minor Revisions** (Items 1-16, pp. 1-5). These consist of revisions involving relatively minor wording changes and updates with no or limited implications for policy or practice. We believe that these changes are unlikely to require significant debate and can be adopted unilaterally by the Senate Assembly.
- II. **Proposed Changes to Senate Rules: Substantive or Policy Changes** (Items 17-25, pp. 6-9). This category includes revisions to Senate Rules that we believe the Senate Assembly could implement unilaterally without modifying the Regents Bylaws but that would have nontrivial implications for policy or practice and are, therefore, likely to require significant discussion prior to adoption.
- III. **Proposed Changes to Regents Bylaws and to Senate Rules requiring Changes in Regents Bylaws** (Items 25-33, pp. 10-14). This final category consists of Rules Committee proposals to modify provisions of the Regents Bylaws and proposed changes to Senate Rules that would conflict with the current Bylaws.

Comments:

1. Except as noted, the proposed revisions and accompanying comments (in italics) on the accompanying tables are those of the 2004-05 Rules Committee. The exceptions are indicated in the comments sections in bold type.

2. The Task Force opposes proposed changes to Regents Bylaws 4.01 and 4.06 that would authorize the Senate Assembly to expand Senate membership (item 26, p. 10) and to alter the composition of SACUA without the need to change the Regents Bylaws (item 30, p. 14). Membership in Senate Assembly is a major

and fundamental issue affecting future as well as current faculty and should not be subject to alteration by a majority of one session of the Senate Assembly. Similarly, the limits on the distribution of SACUA membership from various units serve a useful purpose in assuring breadth of representation. It is our opinion that the added difficulty of modifying the Regents Bylaws to alter Senate membership and SACUA composition acts as a check on what may be transitory or unusual sentiments and is therefore desirable in both cases.

3. The Rules Committee recommendations contain several proposals that the Task Force feels deserve special attention and debate:

- **Extension of Senate membership to clinical track faculty and assistant librarians.** The most significant and controversial proposal is for a revision of the Regents Bylaws to extend membership in the University Senate to clinical track faculty (#33). (This change would require modification of the references to clinical faculty in Senate Assembly Rules as well.) The merits of the proposal to expand Senate membership to clinical faculty and to assistant librarians (#18) is the subject of a separate report by the 2005-06 Rules Committee.
- **Fifty percent minimum appointment requirements for Senate membership.** Rules Committee proposals to revise the Regents Bylaws (#26) and Senate Rules (# 17, 20, 27) to establish 50 percent minimum appointment requirements for Senate membership, although less consequential than admitting clinical faculty, would also affect the composition of the Senate and the eligibility and voting rights of some individuals.
- **Committee reporting.** The Rules Committee recommendations include a proposal to have Senate Assembly committees report directly to the Assembly rather than through SACUA (#21).
- **SACUA elections.** The Rules Committee proposal would allow newly elected SACUA members both to stand for election (# 23, 30) and to vote for Chair and Vice Chair of SACUA (#22).
- **Eligibility.** The recommendations include proposals to expand eligibility to Senate members who have served on standing Senate Committees (not just chairs) within the previous five years (if they have served on Senate Assembly at any time) to be elected to SACUA (#23, 30).

The Task Force takes no position on the merits of these proposals but believes they deserve timely and thoughtful consideration and action by the Senate Assembly.

Task Force:
Bruno Giordani
Scott E. Masten (Chair)
Michael S. Reisch
Christina B. Whitman

I. Proposed Changes to Senate Rules: Updates and Minor Revisions

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
<p>1 ARTICLE I. THE UNIVERSITY SENATE Section 1. Membership [paragraph 2] Research personnel who hold Primary Research rank (Assistant Research Scientist, Associate Research Scientist, Research Scientist, Senior Associate Research Scientist, Senior Research Scientist, Distinguished Senior Research Scientist) and have a full-time appointment as a regular staff member shall be designated as members of the University Senate.</p>	<p>Research personnel who hold Primary research rank an appointment as a research assistant professor, research associate professor, research professor, assistant research scientist, associate research scientist, or research scientist; senior associate research scientist, senior research scientist, or distinguished senior research scientist) shall be designated as members of the University Senate.</p>	
<p>2 Visiting, Adjunct or Clinical Professors, acting or interim appointees to executive or Dean positions are not entitled to Senate membership in the absence of a regular professorial appointment. Directors of centers or institutes who do not hold professorial rank are not entitled to Senate membership unless they qualify under the preceding three paragraphs</p>	<p>Visiting, Adjunct or Clinical Professors; and acting or interim appointees to executive or Dean positions are not entitled to Senate membership in the absence of a regular professorial appointment unless they qualify under the preceding four paragraphs. Directors of centers or institutes who do not hold professorial rank are not entitled to Senate membership unless they qualify under the preceding three four paragraphs.</p>	<p><i>The current phrasing is contradictory in cases of part-time research scientists who hold 100% University appointments: the paragraph on research personnel indicates that they are Senate members, but this paragraph indicates that they are not members if part of the 100% appointment is at the adjunct, clinical, or visiting ranks.</i> [Task Force note: The Rules Committee proposal deleted “Clinical” from this provision, consistent with its recommendation to extend membership to clinical faculty. The Task Force recommends that “Clinical” remain. See below.]</p>
<p>3 Section 3. Officers The officers of the assembly shall be the Chair, the Vice Chair and the Secretary of the Senate, who shall also serve as the Secretary of the Assembly.</p>	<p>Section 3. Officers The officers of the assembly shall be the Chair, the Vice Chair and the Secretary of the Senate, who shall also serve as the Secretary of the Assembly.</p>	<p><i>This section describes the officers of the <u>University Senate</u>. A statement about the officers of <u>Senate Assembly</u> belongs in Article II. All of the required information is in subsections (1) and (2).</i></p>
<p>4 Section 5. Agenda; Motions and Resolutions (3) Time of Submission and Distribution. All motions or resolutions, in order to be included on the agenda, must be submitted to the Secretary of the Senate, at least fourteen days before the meeting at which they are to be introduced. They must be delivered by the Secretary to the Campus Mail Room for distribution to all members of the Senate at least ten days before they are to be voted on.</p>	<p>Section 5. Agenda; Motions and Resolutions (3) Time of Submission and Distribution. All motions or resolutions, in order to be included on the agenda, must be submitted to the Secretary of the Senate, at least fourteen ten working days before the meeting at which they are to be introduced. They must be delivered distributed by the Secretary to all members of the Senate by electronic mail to the Campus Mail Room for distribution to all members of the Senate at least ten working days before they are to be voted on.</p>	<p><i>The Rules fail to distinguish between calendar days and working days.</i> <i>The reference to the “Campus Mail Room” seems outdated.</i></p>

5 Section 6. Voting
(2) Form of Vote. A mail vote by Senate members on any issue on which the Senate is competent to act may be authorized at any Senate meeting by a majority vote of those voting. Any such mail votes shall be conducted in such manner as to ensure secrecy and shall be administered by the Secretary of the Senate.

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[Added by Task Force]

6 Section 7. Nominations and Elections
(3) Manner of Voting. Elections shall be conducted in accordance with the procedures prescribed in Section 6.

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(3) Manner of Voting. Elections shall be conducted **by secret ballot** in accordance with the procedures prescribed in Section 6.

Roberts Rules of Order (§55, Content and Composition of Bylaws) recommend that “Election by ballot should usually be prescribed in the section pertaining to elections and terms of office.” Under Section 6, a secret ballot must be requested and approved by a concurring vote of any twenty-five members.

7 ARTICLE II. THE SENATE ASSEMBLY
Section 1. Composition

(1)... The members of the Assembly shall serve for terms of three years (or longer in accordance with the following paragraph) so adjusted that the terms of approximately one-third of the members shall expire each year. ...

... The members of the Assembly shall serve for terms of three years ~~(or longer in accordance with the following paragraph)~~, **or until a successor is elected, with the terms** adjusted so that the terms of approximately one-third of the members shall expire each year.

The “following paragraph” will be modified (see next item). Roberts Rules of Order (§55, Content and Composition of Bylaws) suggest the “until a successor is elected” phrasing in case an election is delayed (or no one else is willing to serve).

8 Members of the Senate Advisory Committee on University Affairs whose terms on SACUA extend beyond their Assembly terms shall be voting members of the Assembly during their terms on SACUA.

~~Members of the Senate Advisory Committee on University Affairs whose terms on SACUA extend beyond their Assembly terms shall be voting members of the Assembly during their terms on SACUA.)~~. **When voting members of Senate Assembly are elected to SACUA, they shall continue to represent their academic unit in Senate Assembly until the end of their original assembly terms.**

The current phrasing assumes that SACUA members are voting members of Senate Assembly at the time of their election to SACUA.

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|----|---|--|---|
| 9 | <p>Section 2. Powers and Duties
 ... The Assembly shall have power to consider and advise regarding all matters within the jurisdiction of the University Senate that affect the functioning of the University as an institution of higher learning, that concern its obligations to the community at large, and that related to its internal organization involve general questions of educational policy. ...</p> | <p>Section 2. Powers and Duties
 ... The assembly shall have power to consider and advise regarding all matters within the jurisdiction of the University Senate that affect the functioning of the University as an institution of higher learning, that concern its obligations to the state and to the community at large, and that relate to its internal organization insofar as such matters of internal organization involve general questions of educational policy. ...</p> | <p><i>Correct misspelling and use same phrasing as Regents Bylaw 4.04.</i></p> |
| 10 | <p>Section 3. Powers and Responsibilities
 The Senate Advisory Committee on University Affairs on behalf of the Assembly shall advise and consult with the President of the University on matters of University policy and shall serve as an instrument for effecting the actions of the Senate and the Assembly. It shall elect the officers of the Assembly, nominate and supervise the committees of the Assembly and shall perform other functions delegated to it by these rules or by the Assembly. This election shall take place in the Winter term, not later than the final SACUA meeting in April. SACUA may, by a two-thirds vote of its members, authorize a poll by mail of Senate members for any purpose relevant to the exercise of the Committee's authority.</p> | <p>Section 3. Powers and Responsibilities
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| 11 | <p>Section 4. Organization
 (1) Meetings.
 ... Items may be placed on the agenda by the Chair of the Assembly, by SACUA, by any committee of the Assembly, or by any two members of the Assembly. All matters for inclusion on the agenda of an Assembly meeting shall be submitted at least ten days before the meeting to the Secretary of the Assembly. ...</p> | <p>Section 4. Organization
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12 (4) Officers. The officers of the Assembly shall be the Chair and the Vice Chair, chosen by SACUA from among the members of SACUA, and the Secretary of the Senate, who shall also serve as Secretary of the Assembly. The Chair and the Vice Chair shall be elected annually. A Chair who serves a full year shall not be eligible for immediate reelection.

(4) Officers. The officers of the Assembly shall be the Chair and the Vice Chair, chosen by SACUA from among the members of SACUA, and the Secretary of the Senate, who shall also serve as Secretary of the Assembly. The Chair and the Vice Chair shall be elected annually, **and they shall also serve as chair and vice chair of the University Senate and of SACUA.** A Chair who serves a full year shall not be eligible for immediate reelection.

The Rules do not currently specify that the Chair and Vice Chair are officers of SACUA.

The timing of the Chair/Vice Chair election is currently hidden in Rule III.3. It seems more appropriate to include it with the description of officers.

The election of the Chair and Vice Chair shall occur during winter term.

13 Section 5. Convocation of Meetings.
(2) Notice of Meetings. Each meeting shall be announced by a notice in writing addressed to each member and deposited in the campus mail not more than thirty days and not less than ten days before the day of the meeting. The notice need not state the business of the meeting, except for emergency meetings, but shall state the hour and the place.

Section 5. Convocation of Meetings.
(2) Notice of Meetings. Each meeting shall be announced by a notice ~~in writing addressed~~ **distributed** to each member ~~and deposited in the campus mail by~~ **electronic mail** not more than ~~thirty~~ **twenty working** days and not less than ten **working** days before the day of the meeting. The notice need not state the business of the meeting, except for emergency meetings, but shall state the hour and the place.

Need to distinguish between calendar days and working days.

E-mail seems acceptable in the 21st Century.

A notice distributed by e-mail will be in writing.

14 ARTICLE III. THE SENATE ADVISORY COMMITTEE ON UNIVERSITY AFFAIRS

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Section 1. Composition
The Senate Advisory Committee on University Affairs shall consist of nine members of the Senate elected by the Assembly from its membership, or former membership as detailed in Article III.4(1), for three-year terms. No more than three members of SACUA shall be from the College of Literature, Science and the Arts, two from the College of Engineering, two from the School of Medicine, and one from any other school or college.

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Eligibility criteria are presented in section III.4. Confusion may result if they are described in a different manner here.

Term length is moved to section 2.

15 Section 2. Terms
The members shall serve for terms of three years, so adjusted that the terms of approximately one-third of the committee shall expire each year. A member may not be elected for consecutive three-year terms.

Section 2. Terms
The members shall serve for terms of three years, **or until a successor is elected, with the terms so** adjusted so that the terms of approximately one-third of ~~the committee~~ shall expire each year. ~~A member may not be elected for consecutive three-year terms.~~

Roberts Rules of Order (§55, Content and Composition of Bylaws) suggest the “until a successor is elected” phrasing in case an election is delayed.

The limitation on re-election is moved to section III.4.(1).

16 Section 4. Election
(1) Procedure. The Assembly shall organize for the ensuing year by choosing the Senate members to serve on SACUA. Eligibility for membership on SACUA shall be limited to voting members of the University Senate who are current members of the Senate Assembly, or who have served on Senate Assembly during the previous five years, or who have served as chairs of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.

Section 4. Election
(1) Procedure. The Assembly shall ~~organize for the ensuing year by choosing~~ **elect** the Senate members to serve on ~~of~~ SACUA). Eligibility for membership on SACUA shall be limited to **from among the** voting members **or alternates** of the Senate Assembly, or who have served on Senate Assembly during the previous five years, or who have served as chairs of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time. **A member of SACUA who has served a full three-year term shall not be eligible for immediate reelection.**

This change conforms to a proposed change in Regents Bylaw 4.06. [but can, in the opinion of the Task Force, be adopted unilaterally]

The phrasing on re-election parallels the proposed change in Regents Bylaw 4.03 (Senate Assembly reelection).

Since this section describes a Senate Assembly procedure, it might be better to include it in Article II.

[“or alternates” added by Task Force]

Members of SACUA shall be elected by the Assembly from a slate listing nominees submitted by a Nominating Committee composed of two outgoing members of SACUA and four outgoing members of the Assembly elected by the Assembly, plus nominations from the floor. The names of the nominees chosen by the Nominating Committee must be transmitted to Assembly members at least two weeks before the meeting at which the vote is to take place.

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The election shall take place at the March meeting, and the new SACUA members and Assembly officers shall assume office on May 1.

The election shall take place **during winter term**, and the new SACUA members and Assembly officers shall assume office on May 1.

II. Proposed Changes to Senate Rules: Substantive or Policy Changes

17 ARTICLE I. THE UNIVERSITY SENATE

Section 1. Membership [second paragraph]
Research personnel who hold Primary Research rank (Assistant Research Scientist, Associate Research Scientist, Research Scientist, Senior Associate Research Scientist, Senior Research Scientist, Distinguished Senior Research Scientist) and have a full-time appointment as a regular staff member shall be designated as members of the University Senate.

Research personnel who hold ~~Primary research rank~~ **at least a 50-percent appointment as a research assistant professor, research associate professor, research professor, assistant research scientist, associate research scientist, or research scientist, senior associate research scientist, senior research scientist, or distinguished senior research scientist** and have a full-time appointment as a regular staff member shall be designated as members of the University Senate.

It seems reasonable to require that the research appointment be a major portion of the individual's total appointment. (There are currently individuals with <50% research appointments who meet the "full-time appointment" criterion because they hold other appointments that would not confer Senate membership.)
Add "research professor" ranks. Professorial faculty and librarians are not required to hold "full-time appointments." Why treat research personnel differently? (Proposed changes to Regents Bylaw 4.01 and this rule will require at least a 50-percent total appointment for most Senate members.)

[In the opinion of the Task Force, this and the following revision are permitted under Regents Bylaw 4.01 authorizing the Senate Assembly to set "standards and procedures" for Senate membership of research and library staff .]

[third paragraph]

18 A member of the library staff may be designated as a member of the Senate by the Faculty of the School of Information if the member (1) has a master's degree in librarianship or its equivalent, (2) is an advanced library specialist, the head of a branch library, or the supervisor of a group of branch libraries, and (3) has been recommended for designation by the director of the library in which the member serves.

Members of the library staff who hold at least a 50-percent appointment as an associate librarian, senior associate librarian, librarian, or library director and who hold a master's (or higher) degree shall be designated as members of the University Senate. Central library staff members shall be apportioned and represented in Senate Assembly through the School of Information. Librarians assigned to school, college, or regional campus libraries may, at their individual discretion, be apportioned and represented in Senate Assembly through either their home academic unit or the School of Information.

Librarians are currently the only group where Senate membership is determined on an individual-by-individual basis, rather than on the basis of rank.

Librarians in school, college, and regional campus libraries may prefer to be apportioned and represented through units that "know" them, rather than through the School of Information. Individual choice is also used in cases where faculty members have equal appointments in two different units [Senate Rule II.1.(1)].

[Task Force: See preceding comment.]

- 19 Section 4. Meetings
(3) Quorum. One hundred members of the University Senate shall constitute a quorum.

One hundred members is an absurdly small quorum for a deliberative body with over 3000 members – especially when the deliberative body has authority to “make recommendations to the Board of Regents” on “any subject pertaining to the interests of the University” and when “Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties” [Regents Bylaw 4.01]. There ought to be some way of holding meetings with a small number of members in attendance and having decisions ratified by a much larger proportion of the total membership.

20 ARTICLE II. THE SENATE ASSEMBLY

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Section 1. Composition

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(1) Elected Members. There shall be a Senate Assembly that shall consist of seventy-two Senate members apportioned among the various schools and colleges according to the number of Senate members in each unit whose total appointment is at least 50%, one member from the Division of Kinesiology, and those members of SACUA whose terms on Senate Assembly are expired (See Article 11.5(1). In any school or college this count would include fulltime Senate members, those with a fractional appointment in only that unit, and those with fractional appointments in two or more units whose largest fractional appointment occurs in that unit. Senate members with equal fractional appointments in two or more schools or colleges (and with no larger fractional appointment in any other unit) shall choose one of the units for voting in an election and shall be counted with that unit for the purpose of determining representation. The Assembly shall make a reapportionment every three years. ...

(1) Elected Members. There shall be a Senate Assembly that shall consist of seventy-two Senate members apportioned among the various schools and colleges **on the Ann Arbor campus, the University of Michigan – Dearborn (campus-wide), and the University of Michigan – Flint (campus-wide)** according to the number of senate members in each unit ~~whose total appointment is at least 50%~~; one member from the Division of Kinesiology; and ~~those~~ **the members of SACUA whose terms on Senate Assembly are expired (See Article 11.5(1)).** In any school or college this count would include ~~fulltime~~ **full-time** Senate members, those with a fractional appointment in only that unit, and those with fractional appointments in two or more units whose largest fractional appointment occurs in that unit. Senate members with equal fractional appointments in two or more schools or colleges (and with no larger fractional appointment in any other unit) shall choose one of the units for voting in an election and shall be counted with that unit for the purpose of determining representation. **Senate members (other than librarians) who do not hold appointments in a school or college shall be apportioned and represented through the unit most closely associated with their professional interests and expertise.** The Assembly shall make a reapportionment every three years. ...

Essentially the same wording is proposed for Regents Bylaw 4.03.

If Regents Bylaw 4.01 and Senate Rule I.1 limit Senate membership to individuals with total appointments of at least 50-percent, there is no longer any need for the wording about 50% appointments.

The reference to Section II.5.(1) is in error.

Some University Senate members (e.g., research scientists in the Institute for Social Research) do not hold appointments in any school or college. The new sentence agrees with current practice.

21 (3) Committees. The Assembly ... The Assembly shall provide for the appointment of all committees created by the Senate, and except when otherwise provided by Senate action, such committees shall be considered as committees of the Assembly. Committees established in accordance with this section shall report through SACUA to the Assembly and to the Senate as directed by the Assembly.

(3) Committees. The Assembly ... The Assembly shall provide for the appointment of all committees created by the Senate, and except when otherwise provided by Senate action, such committees shall be considered as committees of the Assembly. Committees established in accordance with this section shall report ~~through SACUA~~ to the Assembly and to the Senate as directed by the Assembly.

The requirement that Senate Assembly committees report “through SACUA” conflicts with Regents Bylaw 4.06, which states that “Committees...shall report to the assembly and to the senate as directed by the assembly.”

There is also a conflict with Senate Rule II.4.(1), which allows “any committee of the Assembly” to place items on the Senate Assembly agenda.

These are Senate Assembly committees, appointed to assist Senate Assembly with its work. Why should they be prevented from communicating directly with Senate Assembly?

22 SECTION 4. ORGANIZATION

(4) Officers. The officers of the Assembly shall be the Chair and the Vice Chair, chosen by SACUA from among the members of SACUA, and the Secretary of the Senate, who shall also serve as Secretary of the Assembly. The Chair and the Vice Chair shall be elected annually. A Chair who serves a full year shall not be eligible for immediate reelection.

(4) The election of the Chair and Vice Chair shall occur in winter term after the election of new SACUA members. The newly elected and continuing SACUA members shall be eligible to stand for election. The newly elected and current members shall be eligible to vote.

This alternative would allow newly elected SACUA members to participate in the election of the officers under whom they will serve. Regents Bylaw 4.06 may need to be modified if newly elected (but not yet active) members participate in the election.

23 ARTICLE III. THE SENATE ADVISORY COMMITTEE ON UNIVERSITY AFFAIRS
SECTION 4. ELECTION

[2004-05 Rules Committee proposal:]
Expand the eligibility pool to include Senate members “who have served as members” [not just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”

24

ARTICLE IV. AMENDMENT [new]

These rules can be amended by the University Senate or by Senate Assembly (acting for the University Senate) with either a two-thirds vote or a vote of a majority of the entire membership, provided that the proposed amendment has been distributed with the agenda at least ten working days before the meeting at which the vote occurs.

Robert’s Rules of Order (§34, Rescind; Amend Something Previously Adopted) recommend that “a motion to rescind or amend applied to a constitution or to bylaws...requires previous notice...and a two-thirds vote, or a vote of a majority of the entire membership.”

25 ARTICLE I. THE UNIVESITY SENATE

Section 8. Rules

(2) Amendment. Rules adopted by the Senate may be changed or amended by a majority vote. A motion to amend the Rules is not a procedural matter for purposes of Section 5 (Agenda).

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[Renumber subsection (3) as (2).]

If Article IV is adopted, delete Article I, Section 8.

If the current wording is retained, the reference should be specifically to Section 5(2).

III. Proposed Changes to Regents Bylaws and to Senate Rules requiring Changes in Regents Bylaws

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
<p>26 Sec. 4.01. The University Senate</p> <p>The University Senate shall consist of all members of the professorial staff, the executive officers of the University, the deans of the schools and colleges, such members of the research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, and such other major officers as may be designated by the Board of Regents from time to time. The chair of the assembly shall preside at meetings of the University Senate. In the absence of the chair, the vice chair of the assembly shall preside. The senate is authorized to consider any subject pertaining to the interests of the University, and to make recommendations to the Board of Regents in regard thereto. Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties. Jurisdiction over academic policies shall reside in the faculties of the various schools and colleges, but insofar as actions by the several faculties affect University policy as a whole, or schools and colleges other than the one in which they originate, they shall be brought before the University Senate.</p>	<p>Sec. 4.01. The University Senate</p> <p>The University Senate shall consist of all individuals who hold at least a 50 percent total appointment from among the following appointment classifications: members of the professorial staff with total appointments of at least a 50 percent; the executive officers of the University;; the deans of the schools and colleges dean of each school and college; such additional governing faculties of the schools and colleges and the research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, provided that all such members shall have total appointments of at least 50 percent; and such other major officers as may be designated by the Board of Regents from time to time. The chair of the assembly shall preside at meetings of the University Senate. In the absence of the chair, the vice chair of the assembly shall preside. The senate is authorized to consider any subject pertaining to the interests of the University, and to make recommendations to the Board of Regents in regard thereto. Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties. Jurisdiction over academic policies shall reside in the faculties of the various schools and colleges, but insofar as actions by the several faculties affect University policy as a whole, or schools and colleges other than the one in which they originate, they shall be brought before the University Senate.</p>	<p>[The Task Force has modified the wording of this revision to clarify that only Senate membership-eligible appointments count toward the 50% requirement.]</p> <p><i>The requirement for a 50-percent total appointment agrees with Senate Rule II.1.(1) [see below], which apportions Senate Assembly based on the number of University Senate members “whose total appointment is at least 50%.” Rule II.1.(1) conflicts with Regents Bylaw 4.03, which states that Senate Assembly shall be apportioned according to the [total] number of senate members in each unit. It seems reasonable to exclude individuals with very small total appointments (e.g., permanent leave with 0% appointment) from Senate membership.</i></p> <p><i>The proposed phrasing for deans is the same as Senate Rule I.1. It excludes associate or assistant deans who do not have other appointments that entitle them to Senate membership.</i></p> <p><i>The inclusion of “additional members of the governing faculties” allows for future expansion of Senate membership without going back to the Regents. [deleted by Task Force; see report.]</i></p> <p><i>Under Regents Bylaw 5.01, “The term governing faculty, when used in connection with a school or college, shall include those members of the school or college who are professors, associate professors, and assistant professors. The governing faculty shall include instructors and lecturers who hold appointments of one-half time or more; provided, however, that such instructors and lecturers may vote at faculty meetings only if they have held appointments for one or more years and are authorized to vote by a majority of the professorial staff of the appropriate school or college. The governing faculty may include clinical professors, clinical associate professors, clinical assistant professors, research scientists, associate research scientists, assistant research scientists, research investigators, research professors, research associate professors, and research assistant professors when authorized by, and in accordance with, the policies and bylaws of the appropriate school or college.”</i></p>

27 **PROPOSED CHANGE TO SENATE
RULES**

ARTICLE I. THE UNIVERSITY SENATE

Section 1. Membership

The University Senate shall consist of all members of the professorial staff, the executive officers of the University, the dean of each school or college, such members of the research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, and such other major officers as may be designated by the Board of Regents from time to time.

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The change corresponds to the proposed change for Regents Bylaw 4.01

[Task Force: see the preceding comment].

28 Sec. 4.03. Senate Assembly

There shall be a Senate Assembly which shall consist of seventy-two senate members apportioned among the various schools and colleges according to the number of senate members in each school or college and one member from the Division of Kinesiology. The assembly shall make a reapportionment every three years. The members of the assembly shall serve for terms of three years (or longer in accordance with Sec. 4.07) so adjusted that the terms of approximately one-third of the members shall expire each year. A member who has served one term will not immediately be eligible for re-election.

Sec. 4.03. Senate Assembly

There shall be a Senate Assembly which shall consist of seventy-two senate members apportioned among the various schools and colleges **on the Ann Arbor campus, the University of Michigan – Dearborn (campus-wide), and the University of Michigan – Flint (campus-wide)** according to the number of senate members in each ~~school or college unit~~; and one member from the Division of Kinesiology; **and the members of the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA).** The assembly shall make a reapportionment every three years. The members of the assembly shall serve for terms of three years ~~(or longer in accordance with Sec. 4.07), or until a successor is elected, with the terms so adjusted so that the terms of approximately one-third of the members shall expire each year.~~ **When voting members of the assembly are elected to SACUA, they shall continue to represent their academic units in the assembly until the end of their original assembly terms.** A member who has served ~~one~~ **a full three-year** term will not immediately be eligible for re-election, **except when an assembly member is elected to SACUA.**

The proposed phrasing makes it clear that Dearborn and Flint seats are allocated to the entire campus, and not to individual schools and colleges.

The second change is current practice: all members of SACUA are members of Senate Assembly. The new wording replaces “The members of SACUA whose terms extend beyond their assembly terms shall be voting members of the assembly during their terms on SACUA” [Regents Bylaw 4.07].

Roberts Rules of Order (§55, Content and Composition of Bylaws) suggest the “until a successor is elected” phrasing in case an election is delayed (or no one else is willing to serve).

The changes affecting eligibility for re-election are current practice. This current practice conflicts with Robert’s Rules of Order, which state that “For purposes of determining eligibility to continue in office..., an officer who has served more than half a term is considered to have served a full term in that office” (§55).

29 Sec. 4.04. Senate Assembly: Powers and Duties

... The assembly shall communicate its opinions and recommendations to the University Senate from time to time, and at a winter meeting of the senate in each academic year, shall present a formal report of its activities.

Sec. 4.04. Senate Assembly: Powers and Duties

... The assembly shall communicate its opinions and recommendations to the University Senate from time to time, and at a ~~winter~~ meeting of the senate in each academic year, shall present a formal report of its activities.

Deleting “winter” conforms with Senate Rule I.4. and allows greater flexibility in scheduling of an annual University Senate meeting.

30 Sec. 4.06. Senate Assembly Organization

Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive officers of the University. The assembly shall organize for the ensuing year by choosing from its membership the members to serve on the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA). The election shall take place at the last meeting of the year, and the new SACUA members and assembly officers shall take office immediately after the election of assembly officers. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four outgoing members of the assembly elected by the assembly, plus nominations from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place. No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college. A majority of the members of the assembly shall constitute a quorum. ...

Sec. 4.06. Senate Assembly Organization

Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the ~~executive~~ **principal administrative** officers of the University. The assembly shall ~~organize for the ensuing year by choosing from its membership~~ **elect** the members to serve on of the Senate Advisory Committee on University Affairs (~~hereinafter sometimes referred to in these bylaws as SACUA~~) **from among the voting members of the University Senate who are current members or alternates of Senate Assembly, or who have served on Senate Assembly during the previous five years, or who have served as chairs of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time. Members of SACUA who have served a full three-year term shall not be eligible for immediate reelection.** The election shall take place ~~at the last meeting of the year~~ **during winter term**, and the new SACUA members and assembly officers shall take office ~~immediately after the election of assembly officers~~ **on May 1**. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four outgoing, **non-SACUA** members of the assembly elected by the assembly. ~~plus~~ **Nominations may also be made** from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place.

“Principal administrative officers” conforms with the Senate Rule II.4.(1), and it greatly reduces the number of officers who are obligated to meet annually with Senate Assembly.

The SACUA eligibility pool conforms with the Senate Rule III.4.(1). The limitation on reelection agrees with Senate Rule III.2.

The timing of the SACUA election and commencement of terms conforms with Senate Rule III.4.(1).

The Rules Committee suggests the following alternative:

Expand the eligibility pool to include Senate members “who have served as members” [not just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”

[Task Force additions underlined:

1. The words “or alternates” was added to conform to the recent Senate Assembly action expanding eligibility for SACUA membership.

2. The term “non-SACUA” added to express intent that the nominating committee contain representation of members outside of SACUA.

3. Sentence divided and words “may also be made” added to enhance clarity.]

31 Sec. 4.06. Senate Assembly Organization (continued)	<p>No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college. The assembly shall establish limitations on the number of SACUA members from individual academic units in order to insure that a diversity of faculty viewpoints and academic disciplines are represented on SACUA. A majority of the members of the assembly shall constitute a quorum. ...</p>	<p><i>This change will allow Senate Assembly to adjust the composition of SACUA to reflect changes in overall faculty composition without going back to the Regents.</i> [The Task Force opposes this change; see comment in report.]</p>
32 Sec. 4.07. Senate Advisory Committee on University Affairs	Sec. 4.07. Senate Advisory Committee on University Affairs	<p><i>Strike references to Senate Assembly membership in order to conform with expanded SACUA eligibility pool.</i></p> <p><i>Election procedures and eligibility criteria are described in section 4.06. There is no need to repeat them here.</i></p> <p><i>Roberts Rules of Order (§55, Content and Composition of Bylaws) suggest the “until a successor is elected” phrasing in case an election is delayed.</i></p> <p><i>The officers of SACUA are not currently specified in the Regents Bylaws and the Senate Rules.</i></p>
33 PROPOSED CHANGE TO SENATE RULES	<p>Clinical faculty members who hold at least a 50-percent appointment as a clinical assistant professor, clinical associate professor, or clinical professor and who are voting members of the governing faculty of the school or college in which they hold their primary appointment shall be designated as members of the University Senate.</p>	<p><i>In some units, clinical faculty perform essentially the same duties as tenure-track faculty. It seems reasonable to include them in faculty governance.</i></p> <p><i>This is an attempt to identify characteristics that might qualify clinical faculty for University Senate membership</i></p> <p>[Task Force: See 2005-06 Rules Committee report]</p>
ARTICLE I. THE UNIVERSITY SENATE		
[new]		

ADDENDUM

Proposed Changes to Senate Rules and Regents Bylaws from Parts I and II by Topic.

Senate Membership and Apportionment

50% Appointment Requirement

Comment: Rules Committee proposals to revise the Regents Bylaws (#26) and Senate Rules (# 17, 20 and 26) to establish 50 percent minimum appointment requirements for Senate membership, although less consequential than admitting clinical faculty, would also affect the composition of the Senate and the eligibility and voting rights of some individuals.

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
17 ARTICLE I. THE UNIVERSITY SENATE Section 1. Membership [second paragraph] Research personnel who hold Primary Research rank (Assistant Research Scientist, Associate Research Scientist, Research Scientist, Senior Associate Research Scientist, Senior Research Scientist, Distinguished Senior Research Scientist) and have a full-time appointment as a regular staff member shall be designated as members of the University Senate.	Research personnel who hold Primary research rank (at least a 50-percent appointment as a research assistant professor, research associate professor, research professor, assistant research scientist, associate research scientist, or research scientist, senior associate research scientist, senior research scientist, or distinguished senior research scientist) and have a full-time appointment as a regular staff member shall be designated as members of the University Senate.	<i>It seems reasonable to require that the research appointment be a major portion of the individual's total appointment. (There are currently individuals with <50% research appointments who meet the "full-time appointment" criterion because they hold other appointments that would not confer Senate membership.)</i> <i>Add "research professor" ranks.</i> <i>Professorial faculty and librarians are not required to hold "full-time appointments."</i> <i>Why treat research personnel differently?</i> <i>(Proposed changes to Regents Bylaw 4.01 and this rule will require at least a 50-percent total appointment for most Senate members.)</i> [In the opinion of the Task Force, this and the following revision are permitted under Regents Bylaw 4.01 authorizing the Senate Assembly to set "standards and procedures" for Senate membership of research and library staff .]

20 ARTICLE II. THE SENATE ASSEMBLY

Section 1. Composition

(1) Elected Members. There shall be a Senate Assembly that shall consist of seventy-two Senate members apportioned among the various schools and colleges according to the number of Senate members in each unit whose total appointment is at least 50%, one member from the Division of Kinesiology, and those members of SACUA whose terms on Senate Assembly are expired (See Article 11.5(1). In any school or college this count would include fulltime Senate members, those with a fractional appointment in only that unit, and those with fractional appointments in two or more units whose largest fractional appointment occurs in that unit. Senate members with equal fractional appointments in two or more schools or colleges (and with no larger fractional appointment in any other unit) shall choose one of the units for voting in an election and shall be counted with that unit for the purpose of determining representation. The Assembly shall make a reapportionment every three years. ...

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Essentially the same wording is proposed for Regents Bylaw 4.03.

If Regents Bylaw 4.01 and Senate Rule I.1 limit Senate membership to individuals with total appointments of at least 50-percent, there is no longer any need for the wording about 50% appointments.

The reference to Section II.5.(1) is in error.

Some University Senate members (e.g., research scientists in the Institute for Social Research) do not hold appointments in any school or college. The new sentence agrees with current practice.

26 Sec. 4.01. The University Senate

The University Senate shall consist of all members of the professorial staff, the executive officers of the University, the deans of the schools and colleges, such members of the research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, and such other major officers as may be designated by the Board of Regents from time to time. The chair of the assembly shall preside at meetings of the University Senate. In the absence of the chair, the vice chair of the assembly shall preside. The senate is authorized to consider any subject pertaining to the interests of the University, and to make recommendations to the Board of Regents in regard thereto. Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties. Jurisdiction over academic policies shall reside in the faculties of the various schools and colleges, but insofar as actions by the several faculties affect University policy as a whole, or schools and colleges other than the one in which they originate, they shall be brought before the University Senate.

Sec. 4.01. The University Senate

The University Senate shall consist of all **individuals who hold at least a 50 percent total appointment from among the following appointment classifications:** ~~members of the professorial staff with total appointments of at least a 50 percent;~~ the executive officers of the University; ~~the deans of the schools and colleges dean of each school and college;~~ such **additional members of the governing faculties of the schools and colleges and the** research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, ~~provided that all such members shall have total appointments of at least 50 percent;~~ and such other major officers as may be designated by the Board of Regents from time to time. The chair of the assembly shall preside at meetings of the University Senate. In the absence of the chair, the vice chair of the assembly shall preside. The senate is authorized to consider any subject pertaining to the interests of the University, and to make recommendations to the Board of Regents in regard thereto. Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties. Jurisdiction over academic policies shall reside in the faculties of the various schools and colleges, but insofar as actions by the several faculties affect University policy as a whole, or schools and colleges other than the one in which they originate, they shall be brought before the University Senate.

[The Task Force has modified the wording of this revision to clarify that only Senate membership-eligible appointments count toward the 50% requirement.]

The requirement for a 50-percent total appointment agrees with Senate Rule II.1.(1) [see below], which apportions Senate Assembly based on the number of University Senate members “whose total appointment is at least 50%.” Rule II.1.(1) conflicts with Regents Bylaw 4.03, which states that Senate Assembly shall be apportioned according to the [total] number of senate members in each unit. It seems reasonable to exclude individuals with very small total appointments (e.g., permanent leave with 0% appointment) from Senate membership.

The proposed phrasing for deans is the same as Senate Rule I.1. It excludes associate or assistant deans who do not have other appointments that entitle them to Senate membership.

The inclusion of “additional members of the governing faculties” allows for future expansion of Senate membership without going back to the Regents. [deleted by Task Force; see report.]

Under Regents Bylaw 5.01, “The term governing faculty, when used in connection with a school or college, shall include those members of the school or college who are professors, associate professors, and assistant professors. The governing faculty shall include instructors and lecturers who hold appointments of one-half time or more; provided, however, that such instructors and lecturers may vote at faculty meetings only if they have held appointments for one or more years and are authorized to vote by a majority of the professorial staff of the appropriate school or college. The governing faculty may include clinical professors, clinical associate professors, clinical assistant professors, research scientists, associate research scientists, assistant research scientists, research investigators, research professors, research associate professors, and research assistant professors when authorized by, and in accordance with, the policies and bylaws of the appropriate school or college.”

27 **PROPOSED CHANGE TO SENATE
RULES**
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The change corresponds to the proposed change for Regents Bylaw 4.01

[Task Force: see the preceding comment].

Status of Librarians

Comment: The merits of the proposal to expand Senate membership to clinical faculty and to assistant librarians (#18) is the subject of a separate report by the 2005-06 Rules Committee.

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
18 [third paragraph] A member of the library staff may be designated as a member of the Senate by the Faculty of the School of Information if the member (1) has a master's degree in librarianship or its equivalent, (2) is an advanced library specialist, the head of a branch library, or the supervisor of a group of branch libraries, and (3) has been recommended for designation by the director of the library in which the member serves.	Members of the library staff who hold at least a 50-percent appointment as an associate librarian, senior associate librarian, librarian, or library director and who hold a master's (or higher) degree shall be designated as members of the University Senate. Central library staff members shall be apportioned and represented in Senate Assembly through the School of Information. Librarians assigned to school, college, or regional campus libraries may, at their individual discretion, be apportioned and represented in Senate Assembly through either their home academic unit or the School of Information.	<i>Librarians are currently the only group where Senate membership is determined on an individual-by-individual basis, rather than on the basis of rank.</i> <i>Librarians in school, college, and regional campus libraries may prefer to be apportioned and represented through units that "know" them, rather than through the School of Information. Individual choice is also used in cases where faculty members have equal appointments in two different units [Senate Rule II.1.(1)].</i> [Task Force: See preceding comment.]

Status of Clinical Faculty

Comment: The most significant and controversial proposal is for a revision of the Regents Bylaws to extend membership in the University Senate to clinical track faculty (#33). (This change would require modification of the references to clinical faculty in Senate Assembly Rules as well.) The merits of the proposal to expand Senate membership to clinical faculty and to assistant librarians (#18) is the subject of a separate report by the 2005-06 Rules Committee.

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
33 PROPOSED CHANGE TO SENATE RULES		
ARTICLE I. THE UNIVERSITY SENATE [new]	Clinical faculty members who hold at least a 50-percent appointment as a clinical assistant professor, clinical associate professor, or clinical professor and who are voting members of the governing faculty of the school or college in which they hold their primary appointment shall be designated as members of the University Senate.	<i>In some units, clinical faculty perform essentially the same duties as tenure-track faculty. It seems reasonable to include them in faculty governance.</i> <i>This is an attempt to identify characteristics that might qualify clinical faculty for University Senate membership</i> [Task Force: See 2005-06 Rules Committee report]

Apportionment of faculty not in school or college

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
<p>20 ARTICLE II. THE SENATE ASSEMBLY</p> <p>Section 1. Composition</p> <p>(1) Elected Members. There shall be a Senate Assembly that shall consist of seventy-two Senate members apportioned among the various schools and colleges according to the number of Senate members in each unit whose total appointment is at least 50%, one member from the Division of Kinesiology, and those members of SACUA whose terms on Senate Assembly are expired (See Article 11.5(1). In any school or college this count would include fulltime Senate members, those with a fractional appointment in only that unit, and those with fractional appointments in two or more units whose largest fractional appointment occurs in that unit. Senate members with equal fractional appointments in two or more schools or colleges (and with no larger fractional appointment in any other unit) shall choose one of the units for voting in an election and shall be counted with that unit for the purpose of determining representation. The Assembly shall make a reapportionment every three years. ...</p>	<p>ARTICLE II. THE SENATE ASSEMBLY</p> <p>Section 1. Composition</p> <p>(2) Elected Members. There shall be a Senate Assembly that shall consist of seventy-two Senate members apportioned among the various schools and colleges on the Ann Arbor campus, the University of Michigan – Dearborn (campus-wide), and the University of Michigan – Flint (campus-wide) according to the number of senate members in each unit whose total appointment is at least 50%; one member from the Division of Kinesiology; and those the members of SACUA whose terms on Senate Assembly are expired (See Article 11.5(1)).</p> <p>In any school or college this count would include fulltime full-time Senate members, those with a fractional appointment in only that unit, and those with fractional appointments in two or more units whose largest fractional appointment occurs in that unit. Senate members with equal fractional appointments in two or more schools or colleges (and with no larger fractional appointment in any other unit) shall choose one of the units for voting in an election and shall be counted with that unit for the purpose of determining representation. Senate members (other than librarians) who do not hold appointments in a school or college shall be apportioned and represented through the unit most closely associated with their professional interests and expertise. The Assembly shall make a reapportionment every three years. ...</p>	<p><i>Essentially the same wording is proposed for Regents Bylaw 4.03.</i></p> <p><i>If Regents Bylaw 4.01 and Senate Rule I.1 limit Senate membership to individuals with total appointments of at least 50-percent, there is no longer any need for the wording about 50% appointments.</i></p> <p><i>The reference to Section II.5.(1) is in error.</i></p> <p><i>Some University Senate members (e.g., research scientists in the Institute for Social Research) do not hold appointments in any school or college. The new sentence agrees with current practice.</i></p>

Re-apportionment

	<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
31	Sec. 4.06. Senate Assembly Organization (continued)	No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college The assembly shall establish limitations on the number of SACUA members from individual academic units in order to insure than a diversity of faculty viewpoints and academic disciplines are represented on SACUA. A majority of the members of the assembly shall constitute a quorum. ...	<i>This change will allow Senate Assembly to adjust the composition of SACUA to reflect changes in overall faculty composition without going back to the Regents.</i> [The Task Force opposes this change; see comment in report.]

SACUA service:

Election of SACUA officers

- Comment: 1. The Rules Committee proposal would allow newly elected SACUA members both to stand for election (# 23, 30) and to vote for Chair and Vice Chair of SACUA (#22).
 2. The recommendations include proposals to expand eligibility to Senate members who have served on standing Senate Committees (not just chairs) within the previous five years (if they have served on Senate Assembly at any time) to be elected to SACUA (#23, 30).

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
<p>22 SECTION 4. ORGANIZATION</p> <p>(4) Officers. The officers of the Assembly shall be the Chair and the Vice Chair, chosen by SACUA from among the members of SACUA, and the Secretary of the Senate, who shall also serve as Secretary of the Assembly. The Chair and the Vice Chair shall be elected annually. A Chair who serves a full year shall not be eligible for immediate reelection.</p>	<p>(4) The election of the Chair and Vice Chair shall occur in winter term after the election of new SACUA members. The newly elected and continuing SACUA members shall be eligible to stand for election. The newly elected and current members shall be eligible to vote.</p>	<p><i>This alternative would allow newly elected SACUA members to participate in the election of the officers under whom they will serve. Regents Bylaw 4.06 may need to be modified if newly elected (but not yet active) members participate in the election.</i></p>
<p>30 Sec. 4.06. Senate Assembly Organization</p> <p>Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive officers of the University. The assembly shall organize for the ensuing year by choosing from its membership the members to serve on the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA). The election shall take place at the last meeting of the year, and the new SACUA members and assembly officers shall take office immediately after the election of assembly officers. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four</p>	<p>Sec. 4.06. Senate Assembly Organization</p> <p>Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive principal administrative officers of the University. The assembly shall organize for the ensuing year by choosing from its membership elect the members to serve on of the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA) from among the voting members of the University Senate who are current members or alternates of Senate Assembly, or who have served on Senate Assembly during the previous five years, or who have served as chairs of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time. Members of SACUA who have served a full three-year term shall not be eligible for immediate reelection. The election shall take place at the last</p>	<p><i>“Principal administrative officers” conforms with the Senate Rule II.4.(1), and it greatly reduces the number of officers who are obligated to meet annually with Senate Assembly.</i></p> <p><i>The SACUA eligibility pool conforms with the Senate Rule III.4.(1). The limitation on reelection agrees with Senate Rule III.2.</i></p> <p><i>The timing of the SACUA election and commencement of terms conforms with Senate Rule III.4.(1).</i></p> <p><i>The Rules Committee suggests the following alternative:</i></p> <p><i>Expand the eligibility pool to include Senate members “who have served as members” [not</i></p>

outgoing members of the assembly elected by the assembly, plus nominations from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place. No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college. A majority of the members of the assembly shall constitute a quorum. ...

~~meeting of the year~~ **during winter term**, and the new SACUA members and assembly officers shall take office ~~immediately after the election of assembly officers on~~ **May 1**. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four outgoing, **non-SACUA** members of the assembly elected by the assembly. ~~plus~~ **Nominations may also be made** from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place.

just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”

[Task Force additions underlined:

1. The words “or alternates” was added to conform to the recent Senate Assembly action expanding eligibility for SACUA membership.

2. The term “non-SACUA” added to express intent that the nominating committee contain representation of members outside of SACUA.

3. Sentence divided and words “may also be made” added to enhance clarity.]

Eligibility for SACUA service

- Comment: 1. The Rules Committee proposal would allow newly elected SACUA members both to stand for election (# 23, 30) and to vote for Chair and Vice Chair of SACUA (#22).
 2. The recommendations include proposals to expand eligibility to Senate members who have served on standing Senate Committees (not just chairs) within the previous five years (if they have served on Senate Assembly at any time) to be elected to SACUA (#23, 30).

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
23 ARTICLE III. THE SENATE ADVISORY COMMITTEE ON UNIVERSITY AFFAIRS SECTION 4. ELECTION		[2004-05 Rules Committee proposal:] <i>Expand the eligibility pool to include Senate members “who have served as members” [not just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”</i>
30 Sec. 4.06. Senate Assembly Organization Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive officers of the University. The assembly shall organize for the ensuing year by choosing from its membership the members to serve on the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA). The election shall take place at the last meeting of the year, and the new SACUA members and assembly officers shall take office immediately after the election of assembly officers. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four outgoing members of the assembly elected by the assembly, plus nominations from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before	Sec. 4.06. Senate Assembly Organization Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive principal administrative officers of the University. The assembly shall organize for the ensuing year by choosing from its membership elect the members to serve on of the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA) from among the voting members of the University Senate who are current members or alternates of Senate Assembly, or who have served on Senate Assembly during the previous five years, or who have served as chairs of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time. Members of SACUA who have served a full three-year term shall not be eligible for immediate reelection. The election shall take place at the last meeting of the year during winter term , and the new SACUA members and assembly officers shall take office immediately after the election of assembly officers on May 1 . Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a	<i>“Principal administrative officers” conforms with the Senate Rule II.4.(1), and it greatly reduces the number of officers who are obligated to meet annually with Senate Assembly.</i> <i>The SACUA eligibility pool conforms with the Senate Rule III.4.(1). The limitation on reelection agrees with Senate Rule III.2.</i> <i>The timing of the SACUA election and commencement of terms conforms with Senate Rule III.4.(1).</i> <i>The Rules Committee suggests the following alternative:</i> <i>Expand the eligibility pool to include Senate members “who have served as members” [not just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”</i> [Task Force additions underlined:]

the meeting at which the vote is to take place. No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college. A majority of the members of the assembly shall constitute a quorum. ...

nominating committee composed of two outgoing members of SACUA and four outgoing, non-SACUA members of the assembly elected by the assembly. ~~plus~~ Nominations may also be made from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place.

1. The words “or alternates” was added to conform to the recent Senate Assembly action expanding eligibility for SACUA membership.

2. The term “non-SACUA” added to express intent that the nominating committee contain representation of members outside of SACUA.

3. Sentence divided and words “may also be made” added to enhance clarity.]

Term of SACUA officers

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
<p>28 Sec. 4.03. Senate Assembly</p> <p>There shall be a Senate Assembly which shall consist of seventy-two senate members apportioned among the various schools and colleges according to the number of senate members in each school or college and one member from the Division of Kinesiology. The assembly shall make a reapportionment every three years. The members of the assembly shall serve for terms of three years (or longer in accordance with Sec. 4.07) so adjusted that the terms of approximately one-third of the members shall expire each year. A member who has served one term will not immediately be eligible for re-election.</p>	<p>Sec. 4.03. Senate Assembly</p> <p>There shall be a Senate Assembly which shall consist of seventy-two senate members apportioned among the various schools and colleges on the Ann Arbor campus, the University of Michigan – Dearborn (campus-wide), and the University of Michigan – Flint (campus-wide) according to the number of senate members in each school or college unit; and one member from the Division of Kinesiology; and the members of the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA). The assembly shall make a reapportionment every three years. The members of the assembly shall serve for terms of three years (or longer in accordance with Sec. 4.07), or until a successor is elected, with the terms so adjusted so that the terms of approximately one-third of the members shall expire each year. When voting members of the assembly are elected to SACUA, they shall continue to represent their academic units in the assembly until the end of their original assembly terms. A member who has served one a full three-year term will not immediately be eligible for re-election, except when an assembly member is elected to SACUA.</p>	<p><i>The proposed phrasing makes it clear that Dearborn and Flint seats are allocated to the entire campus, and not to individual schools and colleges.</i></p> <p><i>The second change is current practice: all members of SACUA are members of Senate Assembly. The new wording replaces “The members of SACUA whose terms extend beyond their assembly terms shall be voting members of the assembly during their terms on SACUA” [Regents Bylaw 4.07].</i></p> <p><i>Roberts Rules of Order (§55, Content and Composition of Bylaws) suggest the “until a successor is elected” phrasing in case an election is delayed (or no one else is willing to serve).</i></p> <p><i>The changes affecting eligibility for re-election are current practice. This current practice conflicts with Robert’s Rules of Order, which state that “For purposes of determining eligibility to continue in office..., an officer who has served more than half a term is considered to have served a full term in that office” (§55).</i></p>

30 Sec. 4.06. Senate Assembly Organization

Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive officers of the University. The assembly shall organize for the ensuing year by choosing from its membership the members to serve on the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA). The election shall take place at the last meeting of the year, and the new SACUA members and assembly officers shall take office immediately after the election of assembly officers. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four outgoing members of the assembly elected by the assembly, plus nominations from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place. No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college. A majority of the members of the assembly shall constitute a quorum. ...

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“Principal administrative officers” conforms with the Senate Rule II.4.(1), and it greatly reduces the number of officers who are obligated to meet annually with Senate Assembly.

The SACUA eligibility pool conforms with the Senate Rule III.4.(1). The limitation on reelection agrees with Senate Rule III.2.

The timing of the SACUA election and commencement of terms conforms with Senate Rule III.4.(1).

The Rules Committee suggests the following alternative:

Expand the eligibility pool to include Senate members “who have served as members” [not just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”

[Task Force additions underlined:]

- 1. The words “or alternates” was added to conform to the recent Senate Assembly action expanding eligibility for SACUA membership.**
- 2. The term “non-SACUA” added to express intent that the nominating committee contain representation of members outside of SACUA.**
- 3. Sentence divided and words “may also be made” added to enhance clarity.]**

32 Sec. 4.07. Senate Advisory Committee on University Affairs

The Senate Advisory Committee on University Affairs shall consist of nine members of the Senate Assembly elected by the assembly from its membership for three-year terms. The members of the SACUA whose terms in SACUA extend beyond their assembly terms shall be voting members of the assembly during their terms on SACUA. SACUA shall meet as frequently as it deems desirable. The secretary of the senate shall inform the Board of the membership of SACUA at the time of election.

Sec. 4.07. Senate Advisory Committee on University Affairs

The Senate Advisory Committee on University Affairs shall consist of nine members of Senate Assembly elected by the assembly ~~from its membership~~ for ~~three-year~~ terms **of three years, or until a successor is elected.** The members of the SACUA whose terms in SACUA extend beyond their assembly terms shall be voting members of the assembly during their terms on SACUA. SACUA shall meet as frequently as it deems desirable. The secretary of the senate shall inform the Board of the membership of SACUA at the time of election. **The chair of the assembly shall preside at meetings of SACUA. In the absence of the chair, the vice chair of the assembly shall preside.**

Strike references to Senate Assembly membership in order to conform with expanded SACUA eligibility pool.

Election procedures and eligibility criteria are described in section 4.06. There is no need to repeat them here.

Roberts Rules of Order (§55, Content and Composition of Bylaws) suggest the “until a successor is elected” phrasing in case an election is delayed.

The officers of SACUA are not currently specified in the Regents Bylaws and the Senate Rules.

Other

Quorum

	<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
19	Section 4. Meetings (3) Quorum. One hundred members of the University Senate shall constitute a quorum.		<i>One hundred members is an absurdly small quorum for a deliberative body with over 3000 members – especially when the deliberative body has authority to “make recommendations to the Board of Regents” on “any subject pertaining to the interests of the University” and when “Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties” [Regents Bylaw 4.01]. There ought to be some way of holding meetings with a small number of members in attendance and having decisions ratified by a much larger proportion of the total membership.</i>

Amendment of Senate Rules

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>	
24	ARTICLE IV. AMENDMENT [new] These rules can be amended by the University Senate or by Senate Assembly (acting for the University Senate) with either a two-thirds vote or a vote of a majority of the entire membership, provided that the proposed amendment has been distributed with the agenda at least ten working days before the meeting at which the vote occurs.	<i>Robert's Rules of Order (§34, Rescind; Amend Something Previously Adopted) recommend that "a motion to rescind or amend applied to a constitution or to bylaws...requires previous notice...and a two-thirds vote, or a vote of a majority of the entire membership."</i>	
25	ARTICLE I. THE UNIVESITY SENATE Section 8. Rules (2) Amendment. Rules adopted by the Senate may be changed or amended by a majority vote. A motion to amend the Rules is not a procedural matter for purposes of Section 5 (Agenda).	Section 8. Rules (2) Amendment. Rules adopted by the Senate may be changed or amended by a majority vote. A motion to amend the Rules is not a procedural matter for purposes of Section 5 (Agenda). [Renumber subsection (3) as (2).]	<i>If Article IV is adopted, delete Article I, Section 8.</i> <i>If the current wording is retained, the reference should be specifically to Section 5(2).</i>

Authority to amend Senate Rules

Comment: The Task Force opposes proposed changes to Regents Bylaws 4.01 and 4.06 that would authorize the Senate Assembly to expand Senate membership (item 26) and to alter the composition of SACUA without the need to change the Regents Bylaws (item 30). Membership in Senate Assembly is a major and fundamental issue affecting future as well as current faculty and should not be subject to alteration by a majority of one session of the Senate Assembly. Similarly, the limits on the distribution of SACUA membership from various units serve a useful purpose in assuring breadth of representation. It is our opinion that the added difficulty of modifying the Regents Bylaws to alter Senate membership and SACUA composition acts as a check on what may be transitory or unusual sentiments and is therefore desirable in both cases.

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
<p>26 Sec. 4.01. The University Senate</p> <p>The University Senate shall consist of all members of the professorial staff, the executive officers of the University, the deans of the schools and colleges, such members of the research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, and such other major officers as may be designated by the Board of Regents from time to time. The chair of the assembly shall preside at meetings of the University Senate. In the absence of the chair, the vice chair of the assembly shall preside. The senate is authorized to consider any subject pertaining to the interests of the University, and to make recommendations to the Board of Regents in regard thereto. Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties. Jurisdiction over academic policies shall reside in the faculties of the various schools and colleges, but insofar as actions by the several faculties affect University policy as a whole, or schools and colleges other than the one in which they originate, they shall be brought before the University Senate.</p>	<p>26 Sec. 4.01. The University Senate</p> <p>The University Senate shall consist of all individuals who hold at least a 50 percent total appointment from among the following appointment classifications: members of the professorial staff with total appointments of at least a 50 percent; the executive officers of the University;; the deans of the schools and colleges dean of each school and college; such additional governing faculties of the schools and colleges and the research and library staff as may be designated in accordance with standards and procedures approved by the Senate Assembly, provided that all such members shall have total appointments of at least 50 percent; and such other major officers as may be designated by the Board of Regents from time to time. The chair of the assembly shall preside at meetings of the University Senate. In the absence of the chair, the vice chair of the assembly shall preside. The senate is authorized to consider any subject pertaining to the interests of the University, and to make recommendations to the Board of Regents in regard thereto. Decisions of the University Senate with respect to matters within its jurisdiction shall constitute the binding action of the University faculties. Jurisdiction over academic policies shall reside in the faculties of the various schools and colleges, but insofar as actions by the several faculties affect University policy as a whole, or schools and colleges other than the one in which they originate, they shall be brought before the University Senate.</p>	<p>[The Task Force has modified the wording of this revision to clarify that only Senate membership-eligible appointments count toward the 50% requirement.]</p> <p><i>The requirement for a 50-percent total appointment agrees with Senate Rule II.1.(1) [see below], which apportions Senate Assembly based on the number of University Senate members “whose total appointment is at least 50%.” Rule II.1.(1) conflicts with Regents Bylaw 4.03, which states that Senate Assembly shall be apportioned according to the [total] number of senate members in each unit. It seems reasonable to exclude individuals with very small total appointments (e.g., permanent leave with 0% appointment) from Senate membership.</i></p> <p><i>The proposed phrasing for deans is the same as Senate Rule I.1. It excludes associate or assistant deans who do not have other appointments that entitle them to Senate membership.</i></p> <p><i>The inclusion of “additional members of the governing faculties” allows for future expansion of Senate membership without going back to the Regents. [deleted by Task Force; see report.]</i></p> <p><i>Under Regents Bylaw 5.01, “The term governing faculty, when used in connection with a school or college, shall include those members of the school or college who are professors, associate professors, and assistant professors. The governing faculty shall include instructors and lecturers who hold appointments of one-half time or more; provided, however, that such instructors and lecturers may vote at faculty meetings only if they have held appointments for one or more years and are authorized to vote by a majority of the</i></p>

30 Sec. 4.06. Senate Assembly Organization

Meetings of the assembly shall be held at such times as the assembly shall determine. Periodically, but not less than once each year, the assembly shall meet with the executive officers of the University. The assembly shall organize for the ensuing year by choosing from its membership the members to serve on the Senate Advisory Committee on University Affairs (hereinafter sometimes referred to in these bylaws as SACUA). The election shall take place at the last meeting of the year, and the new SACUA members and assembly officers shall take office immediately after the election of assembly officers. Members of SACUA shall be elected by the assembly from a slate listing nominees submitted by a nominating committee composed of two outgoing members of SACUA and four outgoing members of the assembly elected by the assembly, plus nominations from the floor. The names of the nominees chosen by the nominating committee must be transmitted to assembly members at least two weeks before the meeting at which the vote is to take place. No more than three members of SACUA shall be from the College of Literature, Science, and the Arts, two from the College of Engineering, two from the Medical School, and one from any other school or college. A majority of the members of the assembly shall constitute a quorum. ...

Sec. 4.06. Senate Assembly Organization

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professorial staff of the appropriate school or college. The governing faculty may include clinical professors, clinical associate professors, clinical assistant professors, research scientists, associate research scientists, assistant research scientists, research investigators, research professors, research associate professors, and research assistant professors when authorized by, and in accordance with, the policies and bylaws of the appropriate school or college.”

“Principal administrative officers” conforms with the Senate Rule II.4.(1), and it greatly reduces the number of officers who are obligated to meet annually with Senate Assembly.

The SACUA eligibility pool conforms with the Senate Rule III.4.(1). The limitation on reelection agrees with Senate Rule III.2.

The timing of the SACUA election and commencement of terms conforms with Senate Rule III.4.(1).

The Rules Committee suggests the following alternative:

Expand the eligibility pool to include Senate members “who have served as members” [not just chairs] “of standing Senate Assembly Committees during the previous five years if they have served on Senate Assembly at any time.”

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1. The words “or alternates” was added to conform to the recent Senate Assembly action expanding eligibility for SACUA membership.

2. The term “non-SACUA” added to express intent that the nominating committee contain representation of members outside of SACUA.

3. Sentence divided and words “may also be made” added to enhance clarity.]

Committee reporting

Comment: The Rules Committee recommendations include a proposal to have Senate Assembly committees report directly to the Assembly rather than through SACUA (#21).

<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
21 (3) Committees. The Assembly ... The Assembly shall provide for the appointment of all committees created by the Senate, and except when otherwise provided by Senate action, such committees shall be considered as committees of the Assembly. Committees established in accordance with this section shall report through SACUA to the Assembly and to the Senate as directed by the Assembly.	(3) Committees. The Assembly ... The Assembly shall provide for the appointment of all committees created by the Senate, and except when otherwise provided by Senate action, such committees shall be considered as committees of the Assembly. Committees established in accordance with this section shall report through SACUA to the Assembly and to the Senate as directed by the Assembly.	<p><i>The requirement that Senate Assembly committees report “through SACUA” conflicts with Regents Bylaw 4.06, which states that “Committees...shall report to the assembly and to the senate as directed by the assembly.”</i></p> <p><i>There is also a conflict with Senate Rule II.4.(1), which allows “any committee of the Assembly” to place items on the Senate Assembly agenda.</i></p> <p><i>These are <u>Senate Assembly</u> committees, appointed to assist Senate Assembly with its work. Why should they be prevented from communicating directly with Senate Assembly?</i></p>

Timing of presentation of formal report from SACUA to Senate Assembly

	<u>Current</u>	<u>Proposed</u>	<u>Comments</u>
29	<p>Sec. 4.04. Senate Assembly: Powers and Duties</p> <p>... The assembly shall communicate its opinions and recommendations to the University Senate from time to time, and at a winter meeting of the senate in each academic year, shall present a formal report of its activities.</p>	<p>Sec. 4.04. Senate Assembly: Powers and Duties</p> <p>... The assembly shall communicate its opinions and recommendations to the University Senate from time to time, and at a winter meeting of the senate in each academic year, shall present a formal report of its activities.</p>	<p><i>Deleting “winter” conforms with Senate Rule I.4. and allows greater flexibility in scheduling of an annual University Senate meeting.</i></p>