

Minutes 3 May 2021  
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THE UNIVERSITY OF MICHIGAN  
Senate Advisory Committee on University Affairs (SACUA)  
Monday, 3 May 3:15 pm  
The meeting was held via Zoom because of the COVID-19 Shutdown

Present: Liu (Chair), Atzmon, Conway, Finlayson, Freeman, Gallo, Partridge, Potter, Singer, Toyama, Banasik, Devlin

Absent: Ahbel-Rappe

Guests: Provost Collins; Special Counsel Gerdes; Associate General Counsel Hage; Vanita Seed, *The Michigan Daily*; Ann Zaniewski, *The University Record*

3:18: Call to order 4/26Minutes/Announcements

Chair Liu called the meeting to order. The minutes for April 26 were approved. Chair Liu said Associate General Counsel Hage had requested executive session for her part of the meeting, and that he and Professor Conway had met with Provost Collins on April 30.

3:20: Faculty Senate Office

Dr. Banasik said the Senate Assembly handbook has been completed, and that the SACUA handbook is forthcoming. She said there are numerous nominations for Faculty Awards.

3:25: SACUA Chair Updates

Professor Partridge introduced himself. Chair Liu said the SACUA leadership transition has gone smoothly.

Chair Liu said he is hearing from faculty colleagues about plans for the Fall Semester, and, in particular, discussion of faculty opting out from in-person teaching in the fall. A faculty member has brought a so-far uncirculated petition to Chair Liu and has asked for SACUA support in circulating it to Senate Assembly, and possibly the Faculty Senate as a whole. The focal point of the petition is the ongoing vaccination situation, including (so far) the absence of a vaccination program for children under 16, and the need for childcare support if schools do not open in the fall. Professor Finlayson noted that the issue of opting out is also relevant to faculty with minor children who might have medical issues that have prevented vaccination.

Chair Liu said nominations are due for the Advisory Board for Intercollegiate Athletics (ABIA) on May 7, and asked SACUA for nominees. There are two faculty members who are rolling off, and four names are needed. So far there is only one nominee.

Chair Liu said that when he met with Provost Collins, Provost Collins had been unwilling to discuss changes that have been recommended in the context of the WilmerHale Report. The Provost is interested in concrete suggestions from SACUA about moving faculty towards a safe reopening in the fall.

3:30: Executive Session

Provost Collins, Special Counsel Gerdes  
Associate General Counsel Gloria Hage, Associate Vice Provost for Academic and  
Faculty Affairs and Senior Director, Academic Human Resources Matish, Special  
Counsel Gerdes

4:39: Senate Assembly Agenda and Proposed Rules for Electronic Meetings

3:15: Call to order/Welcome/Agenda/Minutes 4/19/21/Announcements

3:20 Faculty Senate Office Updates

3:25 SACUA updates

3:30: Committee Reports – MaryJo Banasik, Director, Faculty Senate Office

4:10: Breakout Groups with Departing Senate Assembly Members

4:25: Research Policies Committee Name Update – Natalie Colabianchi, Chair

4:30: Electronic Rules (see appendix)

4:40: Outgoing Chair Report

Professor Conway said the rule changes are intended to facilitate electronic meetings. Professor Singer asked about the provision for a parliamentarian. Chair Liu said that eight Big Ten institutions have parliamentarians. Dr. Banasik said the presence of a parliamentarian will facilitate larger and more complicated meetings, and that the participation rate in online-meetings vastly exceeded that of in-person meetings. Professor Freeman said increasing participation in faculty governance through electronic participation will make faculty governance more vital, and that the presence of a parliamentarian makes the meeting more credible, both for people who are not present and hear about it later and for those in attendance.

Professor Atzmon said it was important to distinguish between electronic voting and electronic meetings. Professor Liu said future Senate meetings will be hybrid, while Senate Assembly meetings will be in-person with an option for remote attendance. Professor Finlayson asked how the people in the room interact with people who are online. Chair Liu replied that online participants would log in to a video conferencing platform. Professor Conway said that for a Senate meeting, people who are “in person” have to be on the zoom call. Professor Liu said the text of the proposed rules will be revised to reflect this. Professor Freeman noted contemporary issues with town meetings in New England, which had to be either in person or online.

Chair Liu drew attention to the voting provisions. Professor Finlayson suggested that there may be discomfort with the provision to allow voting to stay open for 72 hours after a Senate meeting and that there should be clarity about the need not to exclude people who cannot be present. She noted this as both an equity issue, and as a provision to enhance participation by faculty at UM-Dearborn and UM-Flint. Professor Atzmon expressed concern that people who voted without having been present at a meeting would not be casting informed votes. He noted that difference in the voting on measures at the September Senate meeting between those who attended the meeting and those who were not. Professor Conway said hundreds of people had written in during the preparations for the September meeting to say they could not attend because of other commitments.

The agenda was approved.

Liu will ask SACUA to vote on the rules committee report electronically.

SACUA voted to approve the emended text of the Rules Committee recommended changes to the rules after the meeting. The vote was 5-0

5:06: Adjournment

Appendix: Appendix: Draft Rules Changes (as approved by SACUA after the meeting)

## **Article I. The University Senate**

### **Section 3. Officers and Parliamentarian**

Reference to electronic ballots is added.

Proposed Text: It shall be the responsibility of the Secretary to . . .conduct mail or electronic ballots.

Senate office is changed to Faculty Senate Office, and office is capitalized.

Proposed Text: Execution of some of these responsibilities may be delegated to the staff of the Faculty Senate Office, with the approval of SACUA.

The requirement to elect a Parliamentarian is added to the Rules. The Parliamentarian is not proposed to be an officer. Officers are designated in the Regents Bylaws and a change to the Regents Bylaws would be necessary to add another officer.

Proposed Text: (3) Parliamentarian. The University Senate shall elect a Parliamentarian from current or retired Senate members. The Parliamentarian shall serve for a term of three years. A Parliamentarian who has served a full three-year term is eligible to serve consecutive terms if elected.

### **Section 4. Meetings**

Clarification is added that members participating through electronic means or in person are both counted to meet quorum.

Proposed Text: (3) Quorum. One hundred members of the University Senate shall constitute a quorum. Members of the University Senate shall be counted as present if present through electronic means or in person.

A section (4) is added to allow for electronic meetings. The added language provides for a hybrid format with a priority on electronic participation.

Proposed Text: (4) Place of Meetings. Any meeting (whether regular or special) of the University Senate may be held in person or by telephone conference, electronic video screen communication or other electronic communication; provided all members participating in the meeting are able to concurrently communicate with the other members. Meetings of the University Senate shall be held in an electronic format allowing participation electronically in-person or remotely. SACUA

may adopt policies and procedures for the conduct of University Senate meetings with Senate Assembly approval.

### **Section 5. Agenda; Motions and Resolutions**

Text is added to allow for electronic distribution of materials.

Proposed Text: (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 electronically by the Secretary to the ~~Campus Mail Room~~ Faculty Senate Office for distribution to all members of the Senate at least ten days before they are to be voted on.

### **Section 6. Voting**

Text is added to allow for electronic voting. Text also provides for a timeframe of 72 hours within which voting shall be completed. Text has been added to confirm that University Senate meetings will not be recorded, but they will be livestreamed. Added text provides for recorded video statements on both sides of an issue as requested and approved by SACUA. Text is removed that would require a voice vote, a vote by secret written ballot, or a vote by mail.

Proposed Text: (2) Form of Vote. Unless otherwise specifically provided for in these rules or in the Regental Bylaws, all questions put to the University Senate shall be decided by majority vote of those voting. Voting shall ordinarily be by ~~voice but a standing vote shall be ordered by the chair if requested by any member of the Senate. A vote by secret written ballot may be called for by a concurring vote of any twenty five members. 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.~~ electronic means approved by SACUA. Electronic voting shall be completed within 72 hours following the end of a University Senate meeting during which the matter being considered for a vote was discussed. By default, University Senate meetings will not be recorded, but meetings will be livestreamed. SACUA may request statements presenting multiple perspectives on an issue and make them available to members of the University Senate within twenty-four hours after the end of the meeting.

### **Section 7. Nominations and Elections**

Text is added to include the interim appointment of a Parliamentarian.

Proposed Text: (4) Interim Appointments. SACUA may make an interim appointment to fill any vacancy in the office of the Secretary or any other officer or position elected by the Senate, including Parliamentarian. Such appointment shall continue until a successor is elected at a regular meeting of the Senate.

## **Article II. The Senate Assembly**

### **Section 3. Election of Members and Alternates**

The text is revised to remove the requirement that alternates be elected but explicitly requires that alternates be members of Senate.

Proposed Text: Any such alternates so provided shall be ~~elected~~ members of Senate. Any alternate attending a meeting of the Assembly shall inform the Secretary prior to the meeting. Such alternate may vote during the meeting and participate in the meeting to the same extent as any regular member. In the event that a vote is held after a Senate Assembly meeting, ordinarily Senate Assembly members shall be the electors.

#### **Section 4. Organization**

Text is added to clarify the inclusion of remote and in-person participants to reach quorum. Text is also added to include a procedure adopted by Senate Assembly in 2009 to exclude seats of Senate Assembly members who have missed three consecutive meetings without requesting an alternate. Because the purpose of this Ad Hoc Rules Committee was to recommend rules for electronic meetings, current rules for quorum were considered to be outside the scope of the Committee's charge and were left unchanged.

Proposed Text: (1) (second paragraph) A majority of the members of the Assembly shall constitute a quorum. Members of Senate Assembly and Alternates as described in Section 3 shall be counted as present if present through electronic means or in person. If a member of the Assembly is absent from 3 consecutive Assembly meetings without requesting an alternate, the seat shall not count against quorum.

#### **Section 5. Convocation of Meetings**

Text is revised to provide for notice via email rather than by campus mail. Text is added requiring that connection details for remote participation be provided in the notice of meetings.

Proposed Text: (2) Notice of Meetings. Each meeting shall be announced by a notice in writing addressed to each member and ~~deposited in the campus mail~~ transmitted via email 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 and the connection details for remote participation.

Text is added to allow for electronic meetings. Added language clarifies that Senate Assembly meetings will be hybrid meetings by default with priority given to in-person participation.

Proposed Text: (3) Place of Meetings. Meetings may be called to meet on the central or north campus at Ann Arbor, or at any other reasonable location, including the Flint or Dearborn campus. Any meeting (whether regular or special) of Senate Assembly may be held by telephone conference, electronic video screen communication or other electronic communication; provided all members participating in the meeting are able to concurrently communicate with the other members. Meetings of the Assembly shall be held in a format allowing both electronic and in-person participation with in-person participation receiving priority. Senate Assembly may adopt policies and procedures for the conduct of meetings.

### **Article III. The Senate Advisory Committee on University Affairs**

#### **Section 3. Powers and Responsibilities**

The reference to a poll *by mail* is removed.

Proposed Text: 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.

### **Section 5. Meetings**

A section (3) is added to allow for electronic meetings.

Proposed Text: (3) Place of Meetings. Any meeting may be held in person or by telephone conference, electronic video screen communication or other electronic communication; provided all members participating in the meeting are able to concurrently communicate with the other members. SACUA may adopt policies and procedures for the conduct of meetings.

Respectfully submitted,  
David S. Potter  
Senate Secretary

University of Michigan Bylaws of the Board of Regents, Sec. 5.02:  
Governing Bodies in Schools and Colleges  
Sec. 4.01 The University Senate

"...[t]he 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."

Rules of the University Senate, the Senate Assembly and the Senate Advisory Committee on University Affairs:

Senate: "In all cases not covered by rules adopted by the Senate, the procedure in Robert's Rules of Order shall be followed."

Assembly: "The Assembly may adopt rules for the transaction of its business. In appropriate cases not covered by rules of the Assembly, the rules of the University Senate shall apply."

SACUA: "The committee may adopt rules for the transaction of its business."