

## Faculty Senate Meeting Timeline

1. Friday, August 20 – notice of Faculty Senate meeting sent with solicitation of nominations for Secretary and Parliamentarian – nominations due September 3

Thursday, September 9 – FSO sent notice of the meeting to reporters at the Record and Daily

Friday, September 17 – FSO asked the Record to run an article on the meeting

Monday, September 20 – by this date 5 motions were received, 14 days in advance of the meeting.

Tuesday, September 21 5:18 pm – ITS confirmed, “Yes, you can share [umich.edu/watch](https://umich.edu/watch) as the link.” FSO used this link for the livestream in all announcements. ITS ran the livestream in YouTube instead, and then directed the livestream to the [umich.edu/watch](https://umich.edu/watch) site about 10 minutes into the meeting. Registration link received this date.

2. Thursday, September 23, 10:45 am – faculty senate meeting information and agenda shared with text of all motions; Registration link provided with instructions to register at least 24 hours in advance, link to livestream received by ITS shared.

Monday, September 27 – story ran in the Record: <https://record.umich.edu/articles/five-motions-up-for-vote-at-oct-4-faculty-senate-meeting/>

Monday, September 27 – banner created on homepage of Faculty Senate Page with link to Record Article, livestream, meeting details included. People were asked to request the registration link through FSO if they didn't have the link. The link had been distributed in email notifications to all Faculty Senate members. FSO confirmed Faculty Senate eligibility, then shared registration request with ITS, which processed registrations. Non-Faculty Senate members were referred to the livestream link.

3. Thursday, September 30, 8:00 am – reminder sent, Subject Line: Registration Required

Thursday, September 30, 10:45 – President's email received about motions

4. Friday, October 1, 2:45 – Rebuttals collected and sent on behalf of motion sponsors in response to President's message, link provided to meeting details with information about voting

5. Monday, October 4 – reminder of meeting sent with link to livestream and voting information.

6. Monday, October 4, 6:57 pm after meeting – link to ballots, access to folder and google forms to collect feedback

7. Tuesday, October 5, 1:22 pm – secretary vote and reminder of motion voting, including responses on IT issues, extension of voting to 7 pm on October 6, Google sheet not wrapping comment automatically.

8. Thursday, October 7 – results of votes distributed