

Faculty Senate Meeting Minutes

January 22, 2021, @ 2:30p.m.

Senators Present: Monty Abbas, Masoud Agah, Biko Agozino, Diane Agud, Mehdi Ahmadian, Robin Allnutt, Susan Anderson, Sara Arena, Paul Avey, Joseph Baker, Azziza Bankole, Arthur Ball, Sarah Barrett, Michael Borowski, Hilary Bryon, Charles Calderwood, Leandro Castello, Cathryn Copper, Benjamin Corl, Sam Doak, Harry Dorn, Robert Dunay, Matt Eick, John Ferris, Carla Finkelstein, Nicolin Girmes-Grieco, James Hawdon, Eunju Hwang, Ran Jin, Eric Kaufman, Bradley Klein, Jacob Lahne, Eduardo Lara-Torre, Evan Lavender-Smith, Roberto Leon, Justin Lemkul, Jonathan Maher, Paul Marek, Eric Martin, Frank May, Frances McCarty, Nyusya Milman-Miller, Cayce Myers, Michael Nappier, Chris Pierce, Nicole Pitterson, Scott Pleasant, Robin Queen, Susanna Rinehart, Tom Sanchez, Todd Schenk, Peter Schmitthenner, Yang Shao, Richard Shryock, Cornel Sultan, Jay Teets, Steve Thompson, Tess Thompson, Jim Tokuhisa, Diego Troya, Bruce Vogelaar, A.K. Ward, Layne Watson, Robert Weiss, Cindy Wood, Anthony Wright de Hernandez, Hehuang Xie

Guests: Cameron Donaldson, Stuart Feigenbaum, Ron Fricker, Bryan Hanson, James Lord, Rachel Miles, April Myers, Ellen Plummer, Brett Shadle

Call to Order & Guiding Questions

1. What might be the role of the Faculty Senate in disrupting academic bullying?
2. What input do faculty have on University institute representation with the Commission on Research?
3. How can we advance ideas for improved structures and operations of the Faculty Senate?

Consent Agenda

- December 4, 2020, meeting minutes. Unanimously Approved.

Brief Updates and Announcements

- Eric Kaufman noted that the Faculty Senate wants to remain diligent in monitoring compliance with the Faculty Handbook.
- Eric Kaufman shared the following links that may be of interest to Faculty Senators regarding academic performance, spring 2021 guidance for instruction, and an article from Inside Higher Education concerning spring 2021 instruction.
 - Data on Fall 2020 Academic Performance
 - Guidance and Reminders for Spring 2021 Instruction
 - "How Colleges Can Spring Forward"
- Eric Kaufman noted the results from the academic performance survey will be posted next Thursday on the Provost's website.
- Eric Kaufman provided the topical schedule for the Faculty Senate meetings for spring 2021. Senators are encouraged to notify their cabinet representatives if there are specific requests regarding topics that are not covered in the spring.
 - Spring semester meetings: 1/22, 2/19, 3/5, 3/19, 4/2, 4/16, 4/30
- Cayce Myers provided an update for Faculty Senate Census work for upcoming representation in the Faculty Senate for AY 21-22. A faculty census will be posted on January 25, 2021, on the Canvas site for Faculty Senators to verify the roster of their faculty in their individual departments. A reminder was given that Faculty Senate representation includes degree granting academic units, and excludes administrators and Administrative and Professional (A&P) faculty, which will be represented by a new A&P Faculty Senate.
- Eric Kaufman noted there is a request from college deans regarding college level support for faculty reporting on FARs. The Faculty Senate Cabinet is following up to ensure that each college has a point of contact for faculty reporting.

- Eric Kaufman said the Library Committee was working through some budgetary cuts, and noted that interlibrary loan (ILL) resources are available for faculty use. These cuts include some discontinuation of library subscriptions, but that ILL is a resource to obtain these materials. These ILL services may be slower due to COVID-19.
 - Comment: Senators asked for an update on COVID 19 vaccinations at Virginia Tech. There was a suggestion by a senator that the Faculty Senate provide information about the NRV Health Department and vaccine distribution.

Academic Bullying Considerations

- Bryan Hanson, Ombudsperson of the Graduate School provided an overview of the ombudsperson's role for the Graduate School community. His office provides confidential information for graduate students facing conflicts or issues with graduate education including academic bullying. He provided a status update on the efforts for the ombudsperson office. Hanson discussed localized efforts to address academic bullying for students.
 - Graduate School's Web Resource for Disrupting Academic Bullying
- Question: Evan Lavender Smith asked if the scope of the academic bullying includes student-to-student or faculty-to student.
 - Response: Bryan Hanson answered that this issue of academic bullying encompasses all academic work between students and faculty (e.g., student to student, faculty to student, and faculty to faculty).
- Question: Onwubiko Agozino asked if there was a difference between academic bullying and bullying in general.
 - Response: Bryan Hanson said that his office was looking at bullying within the academic environment, but needed faculty assistance in defining the services and process of his office.
- Question: Michael Borowski asked if there was a type of systemic bullying at VT.
 - Response: Bryan Hanson answered that VT was an affirming community, and that he did not see systemic bullying within the VT community.
- Question: Eric Kaufman asked a follow up question regarding how Hanson would like to have the Faculty Senate engaged in this work?
 - Response: Bryan Hanson answered that this model of ombudsperson services is based on other university models. He said faculty are key stakeholders in this community. The next steps are to put together a working group to develop something that is an ongoing presence within the academic community at VT.
 - Comment: If anyone is interested in continuing this conversation or wants to provide feedback please contact Bryan Hanson at bryanh76@vt.edu. If faculty would like to represent the Faculty Senate in this discourse please contact Eric Kaufman at ekaufman@vt.edu.

University Institute Representation to Commission on Research

- Eric Kaufman noted that the Faculty Senate has the right to attach a comment on resolutions to the University Council, and now is an opportunity to comment on the upcoming Resolution to Increase University Institute Representation with the Commission on Research (COR Resolution 2020-21C).
 - Comment: John Ferris noted that the Commission on Research would be coupled with the Faculty Senate. He said there needs to be more interaction between researchers at institutes and academic departments.
 - Comment: Eric Kaufman noted that the Google document access may require VT login credentials.
 - Question: Bruce Volegaar asked how many people would be added to the representation.
 - Response: Eric Kaufman answered that vague language means that there can

be evolving changes. The overall idea is providing representation on the commission to the existing institutes (2 thematic and 4 research). However, there could be more as created later, which would affect representation.

- Question: Susanna Reinhardt asked if there was a concern in balance between departments and institutes on the Commission on Research.
 - Response: Robin Queen, who currently serves on the commission as a Senate representative, answered that the implication was that this representation would be faculty members when it was discussed by the Commission. She said this did not mean the faculty representative had to be on a tenure line.

Proposed Structural Improvements for Faculty Senate (John Ferris)

- Vote: Approve College Faculty Association Committee - see Appendix X
 - John Ferris provided an update on Faculty Senate representation. He noted that there was a concerted effort to include faculty associations with the Senate.
 - John Ferris moved to create a standing committee for the college faculty associations. Todd Schenk seconded the motion, and said that this was a valuable addition to the Senate structure.
 - The motion passed by a vote of 59(yes)-1(no)-3(abstain).
 - Abstaining votes count as yes votes for purposes of voting on a motion.
- First Considerations: Appendices A, B, C, D, and F will be considered at the next faculty Senate meeting.
 - John Ferris said these changes allow for changes in the officers' duties within the Faculty Senate including changing the Secretary-Treasurer role to be an Operations Officer. President and Past-President's roles will be changed to allow for greater utilization of the Past-President freeing up the President's time for committee work. The amendments also allow for university libraries to be treated as a college for Faculty Senate representation purposes.
 - FS 2020-21A: Interpretation of Terminology in Constitution - see Appendix A. This deals with language use in the constitutional language of the Faculty Senate Constitution.
 - FS 2020-21B: Interpretation of Terminology in Bylaws - see Appendix B. This deals with language use in the constitutional language of the Faculty Senate Constitution.
 - FS 2020-21C: Number of Senators from Each College in Constitution - Appendix C. This deals with treating the University Libraries as a College for purposes of Faculty Senate representation.
 - FS 2020-21D: Standing Committees and Work Groups in Constitution - Appendix D. This deals with commission representation and Committee on Reconciliation and Faculty Review Committee and Ethics Committee.
 - FS 2020-21E: College Faculty Association Committee in Bylaws - see Appendix E. This deals with the College Faculty Associations and their committee within the Faculty Senate.
 - FS 2020-21F: Faculty Senate Cabinet Roles in Constitution - see Appendix F. This deals with the roles of the cabinet within the Faculty Senate, establishing a Faculty Senate Operations Officer.
 - FS 2020-21G: Faculty Senate Cabinet Roles in Bylaws - see Appendix G. This deals with the roles within the faculty senate. Specifically, this addresses the role of past President, President, Vice President, and Operations Officer. It also provides the option for the Vice President to serve on Commission on Faculty Affairs (CFA), but allows the option for the Senate to have a Senator other than the Vice President to serve as chair of CFA.
- Comment: Eric Kaufman said that any feedback can be given before the second reading of these changes.

- Comment: John Ferris said Senators can email him about these changes at jbferis@vt.edu. He said the goal is to have these initiatives voted on during the next Faculty Senate meeting on February 19, 2021. That vote will count as the second reading and vote. These resolutions will be taken through the Commission on Faculty Affairs simultaneously so they can be considered at University Council.
- Question: Brad Klien asked how the associations will be incorporated.
 - Response: John Ferris answered that he developed “nSenator software” that calculates the number of Senators. There are parameters for representation. The number of senators should approximately be 100, with no college representing more than 20 percent of the total number of senators. Colleges’ Senators will number between 1-20. Within the college allocation the college Faculty Association will have 1 elected Senator. Every department will have at least 1 Senator. If a small department wants to join together with another small department, they may join together and have 1 Senator.
- Comment: Cayce Myers said that this revision is important because it directly relates to the Faculty Census that will be sent out on January 25, 2021.

Other Business

- Eric Kaufman said that he hopes to have more interaction within college caucuses. He also said that if Senators want to have conversations with peers please let Eric Kaufman or one of the Faculty Cabinet representatives know.

Adjourned at 3:50 p.m.

Respectfully Submitted by Cayce Myers, Faculty Senate Secretary Treasurer

Appendix A

FS 2020-21A: Interpretation of Terminology in Constitution

Faculty Senate Resolution FS 2020-21A Resolution to Amend the Faculty Senate Constitution regarding interpretation of terminology

First consideration by Faculty Senate: *(January 22, 2021)*

Second consideration by Faculty Senate: *(February 19, 2021)*

Approved by Faculty Senate: *(February 19, 2021)*

First reading by Commission on Faculty Affairs: *()*

Second reading by Commission on Faculty Affairs: *()*

Approved by Commission on Faculty Affairs: *()*

First reading by University Council: *()*

Second reading by University Council: *()*

Approved by University Council: *()*

Approval by University President: *()*

Effective: Immediately upon approval

By Board of Visitors

WHEREAS, eligibility for membership in the Faculty Senate is defined in Article III, Section 2 of the Faculty Senate Constitution; and

WHEREAS, interpretation of the terms used in the Faculty Senate Constitution is referred to the Faculty Senate Bylaws by a parenthetical statement about “underscored words”; and

WHEREAS, this vague reference to “underscored words” should be replaced with a clear statement that the interpretations of these eligibility requirements are defined in the Faculty Senate bylaws;

NOW, THEREFORE, BE IT RESOLVED that Article III, Section 2 of the Faculty Senate Constitution be amended as follows (with changes noted in red):

Section 2. *Eligibility.* ~~(Underscored words are defined in the bylaws.)~~ A faculty member is eligible for election to the Faculty Senate and to vote in the election of faculty senators if the faculty member holds: (1) the rank of professor, associate professor, assistant professor, or instructor; ~~†~~this includes faculty in the clinical professor series, professor of practice series, collegiate professor series, and all ranks of instructor~~†~~; (2) a full-time and continuing appointment to the University; (3) an appointment or tenure in an academic department, University Libraries, or Extension. Although otherwise qualified, those faculty members in administrative positions at the college level, the university level, or the library, and those faculty members studying for a degree at the university are ineligible. Interpretations of these eligibility requirements are defined in the Faculty Senate bylaws.

Appendix B

FS 2020-21B: Interpretation of Terminology in Bylaws

Faculty Senate Resolution FS 2020-21B Resolution to Amend the Faculty Senate Bylaws regarding interpretation of terminology

First consideration by Faculty Senate: *(January 22, 2021)*

Second consideration by Faculty Senate: *(February 19, 2021)*

Approved by Faculty Senate: *(February 19, 2021)*

First reading by Commission on Faculty Affairs: *()*

Second reading by Commission on Faculty Affairs: *()*

Approved by Commission on Faculty Affairs: *()*

First reading by University Council: *()*

Second reading by University Council: *()*

Approved by University Council: *()*

Approval by University President: *()*

Effective: Immediately upon approval

By Board of Visitors

WHEREAS, eligibility for membership in the Faculty Senate is defined in Article III, Section 2 of the Faculty Senate Constitution; and

WHEREAS, interpretation of the terms used in the Faculty Senate Constitution is referred to the Faculty Senate Bylaws by a parenthetical statement about “underscored words”; and

WHEREAS, this vague reference to “underscored words” should be replaced with a clear statement that the interpretations of these eligibility requirements are defined in the Faculty Senate bylaws;

NOW, THEREFORE, BE IT RESOLVED that Article I, Section A(2) of the Faculty Senate Constitution be amended as follows (with changes noted in red):

I. Principles of Representation

A. Terminology

2. The ~~underscored words~~ eligibility requirements for election to the Faculty Senate in article III, section 2 of the constitution of the Faculty Senate are interpreted as follows:

Appendix C

FS 2020-21C: Number of Senators from Each College in Constitution

Faculty Senate Resolution FS 2020-21C Resolution to Amend the Faculty Senate Constitution regarding number of senators from each college

First consideration by Faculty Senate: *(January 22, 2021)*
Second consideration by Faculty Senate: *(February 19, 2021)*
Approved by Faculty Senate: *(February 19, 2021)*
First reading by Commission on Faculty Affairs: *()*
Second reading by Commission on Faculty Affairs: *()*
Approved by Commission on Faculty Affairs: *()*
First reading by University Council: *()*
Second reading by University Council: *()*
Approved by University Council: *()*
Approval by University President: *()*
Effective: Immediately upon approval
By Board of Visitors

WHEREAS, the principles of representation for the Faculty Senate is defined in Article III, Section 2 of the Faculty Senate Constitution including that, “Insofar as possible, each senator shall represent an equal number of faculty members eligible for Faculty Senate membership”; and

WHEREAS, the Faculty Senate acted to uphold this principle of representation by amending Article I, Section A and Section B of the Faculty Senate Bylaws in 2020 and thereby reflects the current will of the Senate; and

WHEREAS, interpretation of terminology used in the principles of representation is defined in Article I, Section A of the Faculty Senate Bylaws including the statement that, “University Libraries is to be treated as a college”; and

WHEREAS, interpretation of membership is defined in Article I, Section B of the Faculty Senate Bylaws including the statement that, “Each college will have at least one senator”; and

WHEREAS, colleges with very few faculty members eligible for membership in the senate may be added in the future; and

WHEREAS, colleges with very few eligible faculty members having three senators would be in conflict with the principle of representation recently upheld by the senate;

NOW, THEREFORE, BE IT RESOLVED that Article III, Section 3 of the Faculty Senate Constitution be amended as follows (with changes noted in red):

Section 3. *Principles of Representation*: Insofar as possible, each senator shall represent an equal number of faculty members eligible for Faculty Senate membership. The faculty of each college shall be represented by at least ~~one~~ **three** senators. ~~The faculty of the library will be represented by two senators.~~ Additional representation is prescribed in the bylaws.

Members, though uninstructed representatives of their constituents, have the responsibility to seek the opinions of their electorate. Having done so, they shall make decisions and vote on matters brought before the Faculty Senate according to their own reasoned judgment. The Faculty Senate cabinet, upon recommendation of the secretary/treasurer, shall adjust annually the number of faculty senators in accordance with the Faculty Senate bylaws.

Appendix D

2020-21D: Faculty Senate Committees and Work Groups in Constitution

Faculty Senate Resolution FS 2020-21D Resolution to Amend the Faculty Senate Constitution regarding Faculty Senate standing committees and work groups

First consideration by Faculty Senate: *(January 22, 2021)*

Second consideration by Faculty Senate: *(February 19, 2021)*

Approved by Faculty Senate: *(February 19, 2021)*

First reading by Commission on Faculty Affairs: *()*

Second reading by Commission on Faculty Affairs: *()*

Approved by Commission on Faculty Affairs: *()*

First reading by University Council: *()*

Second reading by University Council: *()*

Approved by University Council: *()*

Approval by University President: *()*

Effective: Immediately upon approval

By Board of Visitors

WHEREAS, Article V, Section 2 of the Faculty Senate Constitution states, “Standing committees and work groups are established to carry out the functions and operation of the Faculty Senate. Standing committees and work groups report to the Faculty Senate. All standing committee and work group actions (excepting those of the Committee on Reconciliation) are subject to review by the Faculty Senate. Additional standing committees and work groups may be established upon recommendation of the president of the Faculty Senate, the cabinet, or a senator, and approval of the Faculty Senate. Standing committees and work groups include the Committee on Reconciliation and others as prescribed in the bylaws.”; and

WHEREAS, the Committee on Reconciliation, Faculty Review Committee and the Ethics Committee are special cases of Faculty Senate Committees; and

WHEREAS, all other standing committees and work groups are under the purview of the Faculty Senate and therefore the functions and duties, rules for membership, and rules for election of a chair and other officers should properly be prescribed in the bylaws;

NOW, THEREFORE, BE IT RESOLVED that Article V, Section 2 of the Faculty Senate Constitution be amended as follows (with changes noted in red):

Section 2. *Standing Committees and Work Groups*: Standing committees and work groups are established to carry out the functions and operation of the Faculty Senate. Standing committees and work groups report to the Faculty Senate. All standing committee and work group actions (excepting those of the Committee on Reconciliation) are subject to review by the Faculty Senate. Additional standing committees and work groups may be established upon recommendation of the president of the Faculty Senate, the cabinet, or a senator, and approval of the Faculty Senate. Standing committees and work groups include the Committee on Reconciliation and others as prescribed in the bylaws.

- *Committee on Reconciliation*: The Committee on Reconciliation is composed of tenured faculty members eligible for membership in the Faculty Senate. The rules for

membership on the Committee on Reconciliation are contained in the bylaws. Members are nominated by the Faculty Senate cabinet and elected by the Faculty Senate. At least one member shall be a senator. Faculty appointed to administrative positions with responsibility for recommending promotions, salary adjustments, and distribution of teaching, research, and extension assignments are ineligible for membership. A member is elected for a term of three years and is eligible for re-election as prescribed in the bylaws. The committee elects its chair and secretary. The functions and duties of the Committee on Reconciliation are to offer advice and counsel to faculty members who seek it; to consider private matters of privilege, academic freedom, and tenure submitted to it by members of the faculty or administration; and to assist members of the faculty and the administration in resolving such questions as those of academic freedom and tenure.

- ~~Other Committees~~ Faculty Review Committee and the Ethics Committee: Membership to other these standing committees within the university is appointed by the Faculty Senate president with consultation of the senate cabinet. These committees include the Faculty Review Committee and the Ethics Committee. See the *Faculty Handbook* for composition and function descriptions.
- Other Committees: The functions and duties, rules for membership, and rules for election of a chair and other officers are prescribed in the bylaws.

Appendix E

FS 2020-21E: College Faculty Association Committee in Bylaws

Faculty Senate Resolution FS 2020-21E Resolution to Amend the Faculty Senate Bylaws regarding College Faculty Association Committee

First consideration by Faculty Senate: *(January 22, 2021)*

Second consideration by Faculty Senate: *(February 19, 2021)*

Approved by Faculty Senate: *(February 19, 2021)*

First reading by Commission on Faculty Affairs: *()*

Second reading by Commission on Faculty Affairs: *()*

Approved by Commission on Faculty Affairs: *()*

First reading by University Council: *()*

Second reading by University Council: *()*

Approved by University Council: *()*

Approval by University President: *()*

Effective: Immediately upon approval

By Board of Visitors

WHEREAS, Article V, Section 2 of the Faculty Senate Constitution defines the establishment of standing committees and work groups to carry out the functions and operation of the Faculty Senate; and

WHEREAS, the functions and duties, rules for membership, and rules for election of a chair and other officers for standing committees and work groups other than the Committee on Reconciliation, Faculty Review Committee and the Ethics Committee must be defined in the Faculty Senate Bylaws; and

WHEREAS, the establishment of the College Faculty Association Standing Committee was approved by the Faculty Senate;

NOW, THEREFORE, BE IT RESOLVED that Article VII of the Faculty Senate Bylaws be amended as follows (with changes noted in red):

VIII. Faculty Senate Work Groups or Committees

The Faculty Senate may form work groups or committees as needed. Each is to be led by a coordinator or chair elected by its members. The groups shall report to the Faculty Senate and are subject to the purview of the senate.

- College Faculty Association Committee: The members of the College Faculty Association Committee will be the leader of each of the college faculty associations or their designee. The functions and duties of the College Faculty Association Committee is to strengthen College Faculty Associations' roles in shared governance; strengthen the communication between all College Faculty Associations and the Faculty Senate; and provide a forum for faculty leadership engagement.

Appendix F
FS 2020-21F: Faculty Senate Cabinet Roles in Constitution

Faculty Senate Resolution FS 2020-21F
Resolution to Amend the Faculty Senate Constitution
regarding Faculty Senate cabinet roles

First consideration by Faculty Senate: *(January 22, 2021)*
Second consideration by Faculty Senate: *(February 19, 2021)*
Approved by Faculty Senate: *(February 19, 2021)*
First reading by Commission on Faculty Affairs: *()*
Second reading by Commission on Faculty Affairs: *()*
Approved by Commission on Faculty Affairs: *()*
First reading by University Council: *()*
Second reading by University Council: *()*
Approved by University Council: *()*
Approval by University President: *()*
Effective: Immediately upon approval
By Board of Visitors

WHEREAS, the roles and responsibilities of the Faculty Senate in shared governance is increasing;
and

WHEREAS, the roles and responsibilities of the Faculty Senate officers and other cabinet members
need to be revised to meet these new roles and responsibilities; and

WHEREAS, assistance and support between the cabinet members and the commissions, standing
committees and work groups are critical in meeting these needs; and

WHEREAS, monitoring of the critical functions of the senate is required; and

WHEREAS, the role of secretary/treasurer has evolved so dramatically as to warrant a more
properly descriptive term: operations officer; and

WHEREAS, the detailed activities of all officers and cabinet positions are properly defined in the
Faculty Senate Bylaws and not in the Constitution;

NOW, THEREFORE, BE IT RESOLVED that Article III, Article IV, Article V, and Article VII of the
Faculty Senate Constitution be amended as follows (with changes noted in red):

Article III. Membership

Section 3. *Principles of Representation*: Insofar as possible, each senator shall represent an
equal number of faculty members eligible for Faculty Senate membership. The faculty of
each college shall be represented by at least three senators. The faculty of the library will be
represented by two senators. Additional representation is prescribed in the bylaws.
Members, though uninstructed representatives of their constituents, have the responsibility
to seek the opinions of their electorate. Having done so, they shall make decisions and vote
on matters brought before the Faculty Senate according to their own reasoned judgment.
The Faculty Senate cabinet, upon recommendation of the operations officer

secretary/treasurer, shall adjust annually the number of faculty senators in accordance with the Faculty Senate bylaws.

Article IV. *Officers*

Section 1. *Officers*: The officers of the Faculty Senate are the president, vice president, operations officer secretary/treasurer, and immediate past president. The president may appoints a member of the Faculty Senate to serve as parliamentarian.

Section 2. *President*: The duties of the president include representing the faculty as the main point of contact and advocacy to external entities including the Board of Visitors and the administration; presiding at all meetings of the Faculty Senate and cabinet; and performing duties prescribed in the constitution and bylaws or appropriate to the office.

Section 3. *Vice President*: The duties of the vice president include assisting and supporting acting in the absence of the president and the operations officer and acting in their absence; monitoring Commissions; chairing the Commission on Faculty Affairs; and performing other duties as defined in the bylaws.

Section 4. *Operations OfficerSecretary/Treasurer*: The duties of the operations officer secretary/treasurer include organizing all senate operations; monitoring Standing Committees and Work Groups; organizing the election of faculty members to the senate; distributing the agenda prior to each meeting of the Faculty Senate; maintaining records, attendance, and minutes; distributing the Faculty Senate and cabinet minutes to senators; posting Faculty Senate minutes on and maintaining the Faculty Senate website; collecting dues and managing Faculty Senate accounts; and performing other duties defined in the bylaws.

Section 5. *Immediate Past President*: The duties of the immediate past president include assisting and supporting the president and acting in their absence; organizing the election of as requested and chairing a subcommittee of cabinet members to seek nominations for Faculty Senate officers and other senate elections; and performing other duties as defined in the bylaws.

Article V. *The Faculty Senate Cabinet, Standing Committees, and Work Groups*

Section 1. *The Faculty Senate Cabinet*: The members of the cabinet are the officers of the Faculty Senate, and one senator from each college and the library not represented by the officers. Faculty Senate cabinet members who are not senate officers are elected for a term of one year by caucus of the senators of the respective colleges and are eligible for re-election as prescribed in the bylaws. The functions and duties of the cabinet are to serve as the executive committee of the Faculty Senate to which it is responsible and to which it reports regularly on the disposition of matters submitted to it; to act on behalf of the Faculty Senate between senate meetings; to nominate or recommend faculty senate representatives to all entities, including councils, commissions, committees and working groups, as prescribed in the bylaws; and to discharge other duties in accordance with parliamentary procedure and the Faculty Senate constitution and bylaws.

Section 2. *Standing Committees and Work Groups*: Standing committees and work groups are established to carry out the functions and operation of the Faculty Senate. Standing committees and work groups report to the Faculty Senate. All standing committee and work group actions (excepting those of the Committee on Reconciliation) are subject to review by the Faculty Senate. Additional

standing committees and work groups may be established upon recommendation of the president of the Faculty Senate, the cabinet, or a senator, and approval of the Faculty Senate. Standing committees and work groups include the Committee on Reconciliation and others as prescribed in the bylaws.

- *Committee on Reconciliation:* The Committee on Reconciliation is composed of tenured faculty members eligible for membership in the Faculty Senate. The rules for membership on the Committee on Reconciliation are contained in the bylaws. Members are nominated by the Faculty Senate cabinet and elected by the Faculty Senate. At least one member shall be a senator. Faculty appointed to administrative positions with responsibility for recommending promotions, salary adjustments, and distribution of teaching, research, and extension assignments are ineligible for membership. A member is elected for a term of three years and is eligible for re-election as prescribed in the bylaws. The committee elects its chair ~~and secretary~~. The functions and duties of the Committee on Reconciliation are to offer advice and counsel to faculty members who seek it; to consider private matters of privilege, academic freedom, and tenure submitted to it by members of the faculty or administration; and to assist members of the faculty and the administration in resolving such questions as those of academic freedom and tenure.

Article VII. *Meetings and Procedures*

Section 6. *Standing Committee Meetings:* Each standing committee meets as frequently as required to fulfill its responsibilities. The presiding officer prepares the agenda and the secretary distributes it to all members prior to each meeting.

Appendix G
FS 2020-21G: Faculty Senate Cabinet Roles in Bylaws

Faculty Senate Resolution FS 2020-21G
Resolution to Amend the Faculty Senate Bylaws
regarding Faculty Senate cabinet roles

First consideration by Faculty Senate: *(January 22, 2021)*
Second consideration by Faculty Senate: *(February 19, 2021)*
Approved by Faculty Senate: *(February 19, 2021)*
First reading by Commission on Faculty Affairs: *()*
Second reading by Commission on Faculty Affairs: *()*
Approved by Commission on Faculty Affairs: *()*
First reading by University Council: *()*
Second reading by University Council: *()*
Approved by University Council: *()*
Approval by University President: *()*
Effective: Immediately upon approval
By Board of Visitors

WHEREAS, the roles and responsibilities of the Faculty Senate in shared governance is increasing;
and

WHEREAS, the roles and responsibilities of the Faculty Senate officers and other cabinet members
need to be revised to meet these new roles and responsibilities; and

WHEREAS, assistance and support between the cabinet members and the commissions, standing
committees and work groups are critical in meeting these needs; and

WHEREAS, monitoring of the critical functions of the senate is required; and

WHEREAS, the role of secretary/treasurer has evolved so dramatically as to warrant a more
properly descriptive term: operations officer; and

WHEREAS, the detailed activities of all officers and cabinet positions are properly defined in the
Faculty Senate Bylaws and not in the Constitution;

NOW, THEREFORE, BE IT RESOLVED that Article VII of the Faculty Senate Bylaws be amended as
follows (with changes noted in red):

VII. Duties of Faculty Senate Officers and Cabinet

A. Duties of Faculty Senate Officers

In addition to the duties prescribed in Article IV of the Faculty Senate Constitution, the duties
of the officers are

1. President

a) To outline the year's objectives at the opening session of the Faculty Senate in the
fall.

- b) To prepare and distribute a An annual report of the Faculty Senate's accomplishments during the year shall be prepared and distributed by the president to the senate, faculty, administration, and Board of Visitors.
- c) To prepare the agenda for cabinet and Faculty Senate meetings, in consultation with officers the cabinet as appropriate.
- d) ~~To select three senators from different departments to serve as tellers for Faculty Senate elections.~~

2. Vice President

- a) To review the activities of the Committee on Reconciliation and Faculty Review Committee.
- b) To recommend new membership for the Faculty Ethics Committee, Committee on Reconciliation, and Faculty Review Committee. To chair the Commission on Faculty Affairs unless an alternate is chosen according to the bylaws
- c) To assist the president by attending meetings, workshops, and other activities on behalf of the Faculty Senate president.

3. Operations Officer Secretary/Treasurer

- a) To organize the election of faculty members to the senate pursuant to Articles I, II and III of the Faculty Senate Bylaws ~~inform each department (or college faculty association or dean) of the number of senators to be elected, as prescribed in the constitution and bylaws.~~
- b) To obtain a current list of faculty members eligible for membership in the Faculty Senate pursuant to Article I, Section E
- c) To maintain a current list of senators and their membership as senate representatives to all entities, including councils, commissions, committees and working groups.
- c) To ensure that the following operations are completed in an appropriate manner: distributing the agenda prior to each meeting of the Faculty Senate; maintaining records, attendance, and minutes; distributing the Faculty Senate and cabinet minutes to senators; posting Faculty Senate minutes on and maintaining the Faculty Senate website; collecting dues and managing Faculty Senate accounts.
- b) To recommend new membership for the Faculty Senate Committees and Work Groups to the Faculty Senate president and cabinet pursuant to Article V, Section 2 of the Faculty Senate Constitution.

4. Immediate Past President

- a) ~~To assist the president as requested.~~
- a) To form and chair a sub-committee of cabinet members who have chosen not to be considered for an officer position; to convene and chair this ~~To chair a~~ sub-committee of cabinet members to seek nominations for Faculty Senate officers and ~~other senate elections.~~ prepare a slate of officer nominees for consideration by the cabinet; and to convene and chair a meeting of the cabinet to prepare a slate of officer nominees for consideration by the senate pursuant to Article IV, Section 6 of the Faculty Senate Constitution.
- b) To chair a sub-committee of cabinet members to seek nominations for Faculty Senate officers and other senate elections or recommendations of faculty senate representatives to all entities under Article VII, Section B of the Faculty Senate Bylaws.

B. Duties of the Faculty Senate Cabinet

In addition to the duties prescribed in Article V of the Faculty Senate Constitution, the duties of the cabinet are

1. To review the resolutions forwarded to the University Council by the various commissions and to advise the faculty senators on University Council of any resolutions that should be deferred for Faculty Senate consideration.
2. To ~~monitor oversee and coordinate~~ the activities of all officers and assist and support the Operations Officer
3. To monitor or chair each of the Standing Committees and Work Groups in support of the Operations Officer and standing committees of the Faculty Senate in order that their duties may be discharged expeditiously; to assist and support the chairs of the Commissions, Standing Committees and Work Groups; and to act in the absence of the chairs on the advice of the Faculty Senate officers.
- ~~4. To serve as the Nominations Committee.~~
5. To call special meetings of the Faculty Senate as provided in article VII, section 2 of the Constitution.
6. To nominate members of all standing committees for election by the Faculty Senate.
7. To nominate Faculty Senate representatives to the University Council for election by the senate.
8. To seek nominations from department faculties and the Faculty Senate for senate-elected representatives on university commissions and to submit a list of nominees for election by the Faculty Senate.
9. To recommend Faculty Senate nominees for membership on university committees when requested by the president of the university. The Faculty Senate must confirm such nominations.
10. To make nominations, insofar as possible, to ensure rotation of assignments and utilization of the talents of all faculty.
11. To nominate a slate of officers as provided in article Article IV, section 6 of the constitution and article VII, section A of the bylaws

Appendix X: Formation of College Faculty Association Standing Committee

As a cabinet member, John Ferris recommends that the College Faculty Association Standing Committee be formed and approved by the senate. Specifically that:

A College Faculty Association Standing Committee will be formed under Article V, Section 2 of the Faculty Senate Constitution and subject to Article VIII of the Faculty Senate Bylaws. The members of the committee will be the leader of each of the college faculty associations or their designee. The functions and duties of the College Faculty Association Committee is to strengthen College Faculty Associations' roles in shared governance; strengthen the communication between all College Faculty Associations and the Faculty Senate; and provide a forum for faculty leadership engagement.