

## Proposed Changes to Regents Bylaws

### Currently

#### 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.

### Proposed

#### Sec. 4.01. The University Senate

The University Senate shall consist of all 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.

### Comments

*The requirement for a 50-percent total appointment agrees with Senate Rule II.1.(1), 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.*

*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.”*

Currently

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. 4.04. 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.

Proposed

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.**

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.

Comments

*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 (355, 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” (355).*

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

Currently

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. ...

Proposed

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 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 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~~ **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. ...

Comments

*“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.”**

*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.*

Currently

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.

Proposed

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.**

Comments

*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 (355, 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.*

## Proposed Changes to Senate Rules

### Currently

#### 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.

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.

### Proposed

#### ARTICLE I. THE UNIVERSITY SENATE

##### Section 1. Membership

The University Senate shall consist of all members of the professorial staff **with total appointments of at least a 50-percent**; the executive officers of the University; the 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.

**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.**

Research personnel who hold ~~Primary research rank~~ **at least a 50-percent as a research assistant professor, research associate professor, research professor, assistant research scientist, associate research scientist, 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.

### Comments

*This is the same change as proposed for Regents Bylaw 4.01.*

*In some units, clinical faculty perform essentially the same duties as tenure-track faculty. It seems reasonable to include them in faculty governance.*

*This is an attempt to identify characteristics that might qualify clinical faculty for University Senate membership*

*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.)*

Currently (Sec I.1. continued)

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.

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

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.

- (1) Presiding Officer. The Chair of the Assembly shall preside at meetings of the University Senate. If the Chair is absent, the Vice Chair of the Assembly shall preside.
- (2) Secretary. The University Senate shall elect a Secretary from current or retired Senate members. ...

Proposed

**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.**

Visiting ~~or~~ Adjunct ~~or~~ Clinical Professors **and** acting or interim appointees to executive or Dean positions are not entitled to Senate membership **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.

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.~~

- (1) Presiding Officer. The Chair of the Assembly shall preside at meetings of the University Senate. If the Chair is absent, the Vice Chair of the Assembly shall preside.
- (2) Secretary. The University Senate shall elect a Secretary from current or retired Senate members. ...

Comments

*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)].*

*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.*

*This section describes the officers of the University Senate. A statement about the officers of Senate Assembly belongs in Article II. All of the required information is in subsections (1) and (2).*

Currently

Section 4. Meetings

(3) Quorum. One hundred members of the University Senate shall constitute a quorum.

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.

Section 7. Nominations and Elections

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

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).

Proposed

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 via 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.

Section 7. Nominations and Elections

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

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).]

Comments

*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.*

*The Rules fail to distinguish between calendar days and working days.*

*The reference to the “Campus Mail Room” seems outdated.*

*Roberts Rules of Order (355, 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.*

*Procedures for amendment are moved to a new Article IV.*

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

Currently

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. ...

... 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. ...

Proposed

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 **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. ...

... 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.

Comments

*This is essentially the same wording as 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.*

*The “following paragraph” will be modified (see next item). Roberts Rules of Order (355, 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).*

Currently

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.

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. ...

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. ...

Proposed

~~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.**

Section 2. Powers and Duties

... The assembly shall have power to consider and advise regarding all matters within the jurisdiction of the University Senate **which** affect the functioning of the University as an institution of higher **learning, which** concern its **obligations to the state and** to the community at large, and **which relate to its internal organization insofar as such matters of internal organization** involve general questions of educational policy. ...

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 **working** days before the meeting to the Secretary of the Assembly. ...

Comments

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

*Correct misspelling and use same phrasing as Regents Bylaw 4.04.*

*Distinguish between calendar days and working days.*

Currently (Rule II.1. continued)

(3) Committees. The Assembly shall establish standing committees to advise and consult with the vice presidents of the University on matters within the areas of their respective responsibilities. The number of persons on each committee and the terms of its members shall be determined by the Assembly. The committees shall be nominated by SACUA. The Assembly may create other standing and special committees to assist it with its work. It may define the qualifications for membership of such committees, provide for the number of members thereof, provide how they are to be appointed and their terms of office, and define their duties and obligations. 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.

(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.

Proposed

(3) Committees. The Assembly shall establish standing committees to advise and consult with the vice presidents of the University on matters within the areas of their respective responsibilities. The number of persons on each committee and the terms of its members shall be determined by the Assembly. The committees shall be nominated by SACUA. The Assembly may create other standing and special committees to assist it with its work. It may define the qualifications for membership of such committees, provide for the number of members thereof, provide how they are to be appointed and their terms of office, and define their duties and obligations. 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.

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

Comments

*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?*

*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.*

**Alternate wording:**

**The election of the Chair and Vice Chair shall occur in winter term after the election of new SACUA members. The newly elected SACUA members shall be eligible to vote in the election, together with the current SACUA members.**

*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.*

Currently

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.

ARTICLE III. THE SENATE ADVISORY COMMITTEE ON UNIVERSITY AFFAIRS

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.

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.

Proposed

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~~ **via 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.

ARTICLE III. THE SENATE ADVISORY COMMITTEE ON UNIVERSITY AFFAIRS

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.

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.~~

Comments

*Need to distinguish between calendar days and working days.*

*E-mail seems acceptable in the 21<sup>st</sup> Century.*

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

*First portion of strikeout agrees with proposed changes in Regents Bylaws 4.06 and 4.07.*

*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.*

*Limitations on membership from individual units may need to be modified pending consideration by Senate Assembly.*

*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).*

Currently

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.

Proposed

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.

Rationale

*Deletion of "shall" improves sentence structure.*

*The election timing and procedures are more appropriate in the description of officers in section II.4.(4)*

## Currently

### 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.

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.

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

## Proposed

### 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 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. **A member of SACUA who has served a full three-year term shall not be eligible for immediate reelection.**

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.

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

## **ARTICLE IV. AMENDMENT**

**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 with 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.**

## Comments

*This change conforms with the proposed change in Regents Bylaw 4.06.*

*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.*

**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.”**

*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.”*