

## PROPOSED AMENDMENTS TO THE CHARTER OF THE UNIVERSITY SENATE

The Executive Committee proposes the following amendments to the Charter of the University Senate. Revisions of the existing text are indicated in italics.

### Section II. The Membership of the University Senate

#### Subsection A. Composition

##### Item 4. Term of Office

Item 4 will be removed from this section, it will become Item II.D., and it will be revised to read as follows:

##### D. Term Of Office

Each elected member shall serve for a term of two years *beginning September 1 of the first year and ending August 31 of the second year*. Members shall be eligible for reelection for a second consecutive term but ineligible for further reelection until one year has elapsed. Elections to fill vacancies shall be conducted by the department where the vacancy has occurred and shall be only for the unexpired term. Fractions of terms of less than one year served in fulfilling an unexpired term shall not prevent the individual from being elected for two additional successive terms.

Rationale: This item does not belong in the Composition section and beginning and ending dates were not specified in the original Charter.

#### Subsection C. Elections

##### Item 5.

Last sentence:

*The Vice Chair of the University Senate shall keep a complete record of the votes for at-large senators for each college. If the position of an at-large senator in a college is declared vacant, the next eligible person in the at-large pool for that college shall be asked to serve as senator.*

### Section III. Senate Meetings and Rules of Procedure

Insert the following text as Item D:

*D. If a departmental senator and the departmental alternate senator cannot attend a Senate meeting, the departmental senator can send any member of the department to the Senate meeting.*

Change the letters of the subsequent items to be E., F., G., and H.

Rationale: The Charter does not address this issue.

### Section IV. The Organization of the University Senate

#### Subsection A. Standing Committees of the Senate

##### Item 1. The Executive Committee

Add the following item to the functions of the Executive Committee:

*f. to conduct elections for Faculty Regent*

##### Item 2. The University Curriculum Committee

First paragraph:

The University Curriculum Committee shall consist of *voting members and alternates as well as non-voting advisory members*. *Voting members will be selected as follows: one senate representative and one alternate from each college and the Library shall be selected by Senate colleagues from the same college. One curriculum committee representative and one alternate shall be elected from each of the college undergraduate curriculum committees, the college graduate curriculum committees, and the Graduate Council. To ensure adequate representation three faculty members and three alternates shall be appointed by the Executive Committee; the appointed members should normally be Senators, but non-Senators may be appointed. One student senator and one student alternate shall be selected by the Student Government Association to serve on the committee. The Registrar, a representative of the Office of the Vice President for Academic Affairs, and the deans (or their representatives) of the undergraduate colleges, the Library, and Graduate Studies and Research shall be advisory members.*

Rationale: Alternate representation on the committee was added to ensure that meetings have a quorum. The exact number of senators and members was removed to eliminate the need for future changes in the Charter due to reorganization of units within the university.

Third paragraph, last sentence:

The latter includes both action and *consent* items received from college curriculum committees.

Fifth and sixth paragraphs combined:

The University Curriculum Committee shall place on its *agenda the following items*. *In his/her report to the Committee, the Chair shall inform the Committee of all information items submitted by the college curriculum committees. (See Appendix A for a definition of "information item.") All consent items submitted by the college curriculum committees shall be placed on a consent agenda. (See Appendix A for a definition of "consent item.") Any member of the University Curriculum Committee shall have the option of removing a consent item from the consent agenda and placing it on its action agenda for regular review. All action items submitted by the college curriculum committees shall be placed on an action agenda. (See Appendix A for a definition of "action item.") Any action item that the Curriculum Committee rejects shall be returned to the college curriculum committee that submitted it, accompanied by a rationale for the rejection. All consent and action items that the Committee approves shall be placed on the University Senate's consent agenda and upon its approval shall be forwarded as a recommendation to the Office of the Vice President for Academic Affairs.*

Rationale: These changes were made to clarify differences among information, consent, and action items and to correct the description of the routing and approval procedures.

### **Item 3. The General Education Committee**

First paragraph:

The General Education Committee shall consist of *the following* voting members: *senators*, one from each undergraduate college, shall be selected by Senate colleagues from *the same* college; *members*, one from each undergraduate college, shall be elected by the curriculum committees of the respective colleges;.....

Rationale: The exact number of senators and members was removed to eliminate the need for future changes in the Charter due to reorganization of units within the university.

First paragraph, last sentence:

A representative of the Vice President for Academic Affairs *and the General Education Coordinator* shall be *advisory, non-voting members*.

Rationale: As defined by the General Education Review Committee, one responsibility of the new General Education Coordinator will be to serve in an advisory capacity to the General Education Committee.

Fifth paragraph:

The General Education Committee shall also review all courses submitted to it by college curriculum committees for General Education credit. Information regarding approved courses shall be placed on the University Senate's consent agenda *and upon its approval shall* be forwarded as a recommendation to the Office of the Vice President for Academic Affairs.

Rationale: This change was made to correct the description of the routing and approval procedures.

#### **Item 4. The Faculty Welfare and Professional Responsibilities Committee**

#### **V. Constitutional Amendments**

The section header will be changed to V. *Charter* Amendments and the first sentence will read as follows:

A proposed amendment to the *Charter* of the University Senate may be submitted to the Executive Committee by Senate members or by a committee of the Senate.

#### **Appendix**

#### **Functions of the College Curriculum Committees**

First through fourth paragraphs (first paragraph was split into two; second and third paragraphs were combined):

Each college shall have *undergraduate and graduate curriculum committees* to review all curriculum-related matters, including the determination of degree requirements and standards of scholastic achievement. Departments shall submit to their college curriculum *committees* all proposals for changes in their academic programs

If a proposal is approved by *a* college curriculum committee and it has significant implications for departments in other colleges, then it shall be forwarded to the University Curriculum Committee as an *action item*. Proposals with significant implications include the following: *proposals for new programs (majors, minors, certificate programs), significant changes in programs, new courses, multiple changes to existing courses, changes in course credit hours, changes in course numbers with changes in level (e.g. PSY 342 becomes PSY 453), multiple offerings of "one-time only" courses, and academic policies and regulations.*

If a proposal does not have significant implications beyond the college, then it shall be forwarded to the University Curriculum Committee as a *consent item*. Proposals *that* do not have significant implications for programs in other colleges typically include the following: *proposals to change program (major, minor, certificate) titles, replace one intradepartmental course in a program with another, delete programs, suspend programs, delete courses, suspend courses, change course titles, change course catalog descriptions (as long as course content is not changed), change course numbers without changing level (e.g. PSY 342 becomes PSY 353), change course prerequisites, or create community college equivalent courses. Any member of the University Curriculum Committee shall have the right to remove a proposal from a college curriculum committee's list of consent items and to treat it as an action item. If a member of the University Curriculum Committee does so, the Committee may postpone review of the item until the next meeting of the University Curriculum Committee.*

*One-time only course offerings and proposals to change course prefixes shall be forwarded to the University Curriculum Committee as information items.*

If a new course is also being recommended for inclusion in general education, then the proposal shall first be forwarded to the University Curriculum Committee for approval. If approved, the proposal shall be forwarded *simultaneously* to the University Senate for *consent* and to the General Education Committee for review.

Last paragraph, last sentence:

If the University Senate rules in favor of the college *curriculum committee's* proposal, ..... .

Rationale: These changes were made to clarify differences among information, consent, and action items and to increase the efficiency of the approval process for new courses requiring general education review.

#### **Other Amendments**

The word "*Advisory*" will be substituted for "Ex Officio" throughout the Charter (Sections II.A.5., VI.A.1., VI.A.2., VI.A.3., VI.A.4.)

Rationale: According to Sturgis, an Ex Officio member is a voting member.