

Motion: I move to have the Membership and Elections Committee submit a referendum to the Faculty proposing the following changes to the Faculty Senate Bylaws. These changes would make the Senate Webmaster the Designated Senator to the Membership and Elections Committee.

Rationale: The Webmaster is responsible for doing maintaining a public listing of membership on the Senate and senate committees. Currently the Webmaster needs to obtain this information from the Membership and Elections Committee, which often requires numerous emails back and forth in order to get complete information. Making the Webmaster a member of the M&E committee should work to simplify and improve the flow of information.

Section 2. Officers of the Senate:

- The Senate shall elect annually from among the Senators a Vice-President a Secretary and a Webmaster. The current Vice-President shall assume the duties of President for the following year. The duties of the Senate officers are specified below.
 - A. The President of the Senate shall:
 - i. Preside at all meetings of the Faculty and of the Senate;
 - ii. With the advice and consent of the Senate appoint Designated Senators to Senate Committees;
 - iii. Formally promptly and in writing notify the Faculty and appropriate administrators of decisions of the Senate and of the Faculty; and
 - iv. Perform such other duties as the Senate shall direct.
 - B. The Vice President of the Senate shall:
 - i. Assume the duties and responsibilities of the President of the Senate whenever the President of the Senate is unavailable to serve; *and*
 - ii. ~~Maintain a complete accurate and public listing of Faculty;~~
 - iii. ~~Serve as the Designated Senator on the Membership and Elections Committee; and~~
 - iv. Perform such other duties as the Senate shall direct.
 - C. The Secretary of the Senate shall:
 - i. Prepare and distribute to the Faculty agendas and minutes of all meetings of the Faculty and of the Senate;
 - ii. Maintain records of all actions of the Faculty and of the Senate; and
 - iii. Perform such other duties as the Senate shall direct.
 - D. The Webmaster of the Senate shall:
 - i. Maintain and update the Senate's web page;
 - ii. *Maintain a complete accurate and public listing of Faculty;*

- iii. *Serve as the Designated Senator on the Membership and Elections Committee;*
 - iv. Post all the approved minutes of the Senate;
 - v. Make Changes/Corrections approved by the president of the Senate; *and*
 - vi. Post all the approved minutes and/or reports from senate standing committees.
- E. The Officers of the Senate acting together shall:
- i. With the advice and consent of the Senate appoint ad hoc committees;
 - ii. Receive requests for Faculty action from all members of the University community take appropriate action and respond to those concerned in a timely manner;
 - iii. Refer matters requiring Faculty action to Senate Standing Committees to ad hoc committees to the Senate or to the Faculty as they judge to be appropriate;
 - iv. Receive reports from Senate Standing Committees from ad hoc committees and from other groups and organizations and forward these reports to the Senate or to the Faculty for consideration;
 - v. Prepare agendas for meetings of the Senate and the Faculty; and
 - vi. Coordinate and facilitate communication between the Senate Senate Standing Committees ad hoc committees the Faculty and other groups and organizations.

Article VII. Senate Standing Committees.

Section 1 Membership and Elections Committee:

- The purposes of the committee shall be to:
 - A. Assist the ~~Vice President~~ *Webmaster* of the Senate to maintain a complete accurate current and public listing of Faculty;
 - B. Maintain a complete accurate current and public listing of these Bylaws and of policies and procedures adopted by the Senate and by the Faculty;
 - C. Maintain a complete accurate current and public listing of the members of the Senate of all Senate Committees and of all Representative to other organizations including their terms of office their disciplines and departments and schools their tenure status and all other information relevant to their qualifications to serve;
 - D. Recommend to the Senate procedures for appointing replacements to fill vacancies conducting elections determining terms of office and deciding other matters related to the committee's responsibilities;
 - E. By whatever procedures are approved by the Senate: actively seek nominations for vacant positions certify eligibility of candidates prepare ballots conduct elections and certify and announce election results; and

- F. By whatever policies are approved by the Senate: remove inactive members from committees in accordance with Article V Section 8.
- G. By whatever procedures are approved by the Senate: Appoint replacement Senators or members of committees to fill vacancies of no longer than one semester and conduct special elections to replace Senators or members of committees to fill vacancies of longer than one semester.
- The Committee shall consist of five voting members: The ~~Vice President~~ *Webmaster* of the Senate who shall be the Designated Senator on this committee; and four members of the Faculty serving three-year terms: elected from and by their respective schools. The Committee shall elect its chairperson annually.