

Faculty Senate Minutes
Holloway Hall 119
April 3rd, 2001
3:30-5:00 p.m.

Present: E.J. Crane, Elizabeth Curtin, Tom Erskine, Greg Ference, Kathy Fox, Natalie Hopson, John Kalb, Kashi Kazeh, Jim McCallops, Michael O'Loughlin, Rich McKenzie, Ken Milner, David Rieck, Kathleen Shannon.

I. Opening remarks – Elizabeth Curtin – Discussed meeting with UMES faculty assembly, next Tuesday 11:30 –1:00 pm.

II. Provost's remarks – Don Cathcart

III. Merit pay distribution – The merit pay distribution recommendation from faculty welfare was approved by the Senate (see 3/13/01 minutes).

IV. Space Committee report – Natalie Hopson - Natalie presented to the Senate a proposal by the Space committee that the Wellness Committee be moved temporarily from their current space to the Faculty House due to flooding. This recommendation was approved by the Senate.

IV. Bylaw change recommendations -

a) Bylaws changes for Faculty Senate the bylaws change proposal for **Designated Senators on Committees** was passed by the Senate (see below)

b) Committee reports

Faculty Development (see below) -Kathleen Shannon) – approved by Senate,

Long Range Planning - Kathy Fox

Membership and elections - David Rieck

Academic Freedom and Tenure - John Kalb –discussion tabled

Faculty Welfare - Michael O'Loughlin

c) Procedure for removing inactive committee members (see below) was passed by the Senate

Designated Senators on Committees: The President of the Senate, with the advice and consent of the Senate, shall appoint to each Standing Committee a Designated Senator; whenever possible the designated senator should be from a discipline not already represented on the committee. The Designated Senator shall be a non-voting member unless he or she was also elected to the committee. The Designated Senator has the following responsibilities:

A. Each Designated Senator is responsible for communicating to the Senate, without breach of confidentiality, the nature and status of issues before the committee; and

B. At the direction of the Senate, the Designated Senator for a Standing Committee may convene a meeting of the committee in order to elect committee officers and/or to conduct specific business.

Faculty Development Committee: The purposes of the committee shall be to:

A. Foster the intellectual development of the Faculty; and

B. Promote teaching excellence by sponsoring lectures, symposia, debates, seminars, and other activities the members deem appropriate.

The committee shall consist of six voting members: five members of the Faculty one from each school and one elected at-large serving terms of three years, two retiring at the end of one year and three at the end of the next; and one student member, selected in a manner determined by the Student Government Association. The committee can expect annual funding from the University. The committee shall elect its chairperson annually.

Proposal to add Article VI, Section 6 to the bylaws as follows:

Removing Inactive members from Faculty Senate Committees. When scheduling meetings, committee chairs should request potential meeting times from committee members and then should make reasonable efforts to schedule meetings at times when as many members as possible can conveniently attend. A member can be removed from a committee if

- two times during a semester, he or she does not respond to the committee chair's call for a meeting by indicating suitable meeting times, OR
- he or she responds with suitable meeting times, but then, without a prior legitimate excuse, misses two meetings during a semester that were scheduled during times indicated as suitable, OR
- on more than two occasions during an academic year, he or she responds to a call for a meeting, but offers four or fewer possible one hour times during a week as suitable for a meeting.

It is the prerogative of the committee chair to remove inactive members. The chair should request, in writing, that the Membership and Elections Committee either appoint a new representative, or hold an election to replace the inactive member, depending on the remaining length of the inactive member's term. The chair must also send a copy of this request to the inactive committee member who may submit an appeal to the Membership and Elections Committee.

