

Bylaws and Procedures Committee

Minutes from the meeting held on June 20, 2019 at 3:00-4:00 pm in 1205 CL

Present: Nick Bircher (Chair), Sheila Alexander (Nursing), Ben Bratman (Law), Małgorzata [Gosia] Fort (Secretary), Steve Hirtle (Information Sciences), Tom Hitter (Assistant Vice Chancellor), Ryan Dunmire (University Council), Lori Molinaro (Senate Office), Frank Wilson (Senate Liaison), Jay Thottala Jayaraman (Dental Medicine), Kristy Taylor(GSPG)

Unable to attend: Lenore Thomas (Studio Arts), Cecilia Yates (Nursing), Felicia Snyder (CGS), Jahari Mercer (SGB), Steven Belle, Jim Cassaro, Kevin Conley, Kurt Summersgill, Chris Bonneau

The meeting was called to order at 3 pm and a quorum ascertained.

Ben Bratman requested a change to the minutes from the previous meeting on April 26. The first of the suggested edits should read: "Clarify the date in the sixth explanatory statement to allow time for comments." Minutes were approved as corrected.

Election of officers:

Sheila Alexander nominated Nick Bircher for a Chair, Jay Jayaraman seconded. The vote was unanimous.

Next, Nick Bircher will contact Jim Cassaro to ask if he is willing to stand as co-chair for the next term. The election of co-chair was postponed until he has the answer.

Sheila Alexander nominated Ben Bratman for the Secretary position. Nick Bircher seconded. The vote was unanimous.

Old business:

Tom Hitter informed us that work on the revised *Guidelines for Search Committees for Senior Academic Administrators* would move this fall.

Nick Bircher stated that we will need to update the Bylaws since the Provost's proposal to extend the period of evaluation prior to a tenure decision to ten years for all faculty in the School of Medicine has been approved by the Senate Council.

Nick Bircher will combine all the comments from the Bylaws Committee members on procedural ambiguity in University Procedure 02-02-10 with the comments from Pam Connelly's office (Vice Chancellor for Diversity and Inclusion) and from the Tenure and Academic Freedom Committee to have a summary and uniform language for all the proposed changes.

This summer is a good time to provide comments for the FA suggestion to reconsider term limits for University Senate Officers. Draft report to be circulated in September.

New Business:

Bylaws and Procedures Committee has three open slots for elected members. Since we had more slots than candidates, we do not have a list of candidates who had received the next highest number of votes in the most recent election, in which case the Chair of the committee can fill the position by appointment (per Bylaws, Art. 5, sec. 7 (c5)) according to guidelines in Art. 5, sec. 6.

Therefore, Nick Bircher asked the members if they knew of good candidates to pass on the names to him. Meanwhile he will contact our pro tem members and check if they are willing to fulfill the remainder of the term as a voting member. It was also suggested to ask Chris Bonneau to announce vacancies and appeal to the Faculty Assembly and find interested candidates this way. Steve Hirtle remarked that we do not have big representation from the arts, so when looking for possible members we could direct our attention into this direction.

A short discussion of differences and lack of uniformity among different schools in policies and practices followed. Tom Hitter remarked that the newly created Policy Office might raise the awareness of existing University wide policies and encourage compliance.

Meeting was adjourned at 2:47 pm.

Minutes submitted by Małgorzata Fort