

# University Senate Statutes and Bylaws Committee Meeting Minutes

**October 9, 2018**

**302-C Student Center**

## *Attendance*

Latisha Barnes, Melanie Davenport, Douglas Gardenhire, Todd Hendricks, Kerry Heyward, Leslie Madden

WebEx: Patricia Carter, Yongsheng Xu

Unable to attend: Laura Edmunds, Michael Fix, Kelly Timmons, Harold Weston, Greg Wright

## *Call to Order*

Todd Hendricks, the committee chair, called the meeting to order at 2:38 p.m.

The minutes from the September 14, 2018 meeting were approved.

*Electronic Approval of April 2018 Meeting Minutes:* Dionne will email the minutes from April 15, 2018 to everyone for electronic approval on or before October 12<sup>th</sup>.

## *Bylaws, Section 18-Committee on Information and Instructional Technology, Part A*

Previous wording of this section suggested that the faculty members that would serve and make the recommendations would come from this committee. The practice by the committee was to use some faculty that served on the committee as well as faculty that did not serve on the committee.

The committee read through part A as Todd read it aloud. There was a discussion that the wording was approved by the October 2017 Senate meeting. It was stated that it needs to be published.

*Job Title Consistency Throughout the Bylaws:* There are areas where the language regarding job titles are not consistent. The job titles need to be changed for consistency.

## *Bylaws, Section 4-Library Committee*

Committee decided that based on the approved October 2017 Senate meeting minutes to remove: “the College of Law and the University Library”... from this section

## *Bylaws, Section 18-Committee on Planning and Development, Part A*

- (1) Senior VP for Finance and Administration (Jerry Rackliffe) is named as both a committee member (voting) and as ex-officio (non-voting) member below. This position does not belong in both places. There was a motion and decision to remove this position as ex-officio, non-voting member.

*University Senate Meeting Item:* Todd deferred to Kerry as to whether the *removal of the Senior VP for Finance and Administration as an ex-officio member* should go to the Senate. Kerry stated that it should be voted on for clarification.

(2) VP for Research and Economic Development (Jim Weyhenmeyer), this position should be kept as a voting member.

(3) VP for Development and Alumni Affairs (Walter Massey), this position is listed as a non-voting member. Kerry stated that this is correct.

*Bylaws, Section 12-Committee on Faculty Affairs, Part A*

For title consistency, the University Ombudsman title was changed to University Ombudsperson in this section.

*Bylaws, Section 16-Committee on Cultural Diversity, Part A*

The University Ombudsman title was changed to University Ombudsperson in this section. Dionne will perform a search within the document to find all Ombudsman titles and replace with the Ombudsperson title.

The title of Assistant VP for Student Affairs and Dean of Students will have the new title of Assistant VP for Student Affairs in the Bylaws.

*Bylaws, Section 14-Committee on Commencement, Part A*

The title of Associate VP for Student Life and Dean of Students will have the new title of Sr. Director of the Student Center in the Bylaws.

*Bylaws, Section 9-Committee on Student Life, Part A*

The title of Associate VP for Student Affairs and Dean of Students will have the new title of Dean of Students in the Bylaws. Kerry will check with Douglass Covey to be sure on the title change.

*Bylaws, Section 11-Committee on Athletics, Part A*

The title of Assistant VP for Student Affairs and Dean of Students will have the new title of Dean of Students in the Bylaws.

*Chair Meeting Summary:*

- (1) We will need to go to the University Senate for clarification on the *Senior VP for Finance and Administration, Section 18, Planning and Development Committee* because that individual is being removed from that committee membership as ex-officio. The committee should be able to hokave this before the University Senate at their November 15, 2018 meeting.
- (2) Dionne will send April 2018 meeting minutes to the members via email. Please reply with approval of minutes or questions/concerns.
- (3) The University Statutes and Senate Bylaws Committee will not meet in November.

*New Item*

Leslie Madden informed the group that she is a Library Senator. She had a question regarding sharing the committee minutes with faculty members in her area. Todd informed her that once the minutes are approved and posted on the website that she may inform her constituents of what is going on or share the minutes with them.

Dionne informed the group that PR/MARCOMM is working to replace Gravity Form Tools (out of date) with Download Manager to upload meeting minutes on the website. She will contact Monaco Jones regarding the update on the project completion and training.

*Old Item*

Dr. Shelby Frost, Chair of the Senate Nominations Committee, initially noticed that the College of the Arts did not have enough representatives to place on the various Senate committees. Todd shared that the College of the Arts is working to prioritize which committees they would like to have representation on. It may be spring before we are able to update this.

The meeting was adjourned at 3:08 p.m.