

Report to the Faculty Senate Executive Committee

Submitted on 3/16/16

by Richard Gronostajski

Faculty Senate Committee on Bylaws

Charge: This committee shall review, report and recommend to the senate matters concerning amendments to the Charter of the faculty senate and to the bylaws of the voting faculty, and matters concerning bylaws, standing orders and special orders of the senate.

Special Charge: At the March 4th, 2015 meeting of the Faculty Senate Executive Committee (FSEC) the Parliamentarian was asked by the Chair to convene the Bylaws committee and consider mechanisms to increase the efficiency of FSEC and Faculty Senate (FS) meetings, particularly when FS meetings fail to achieve quorum.

Roster: Richard Gronostajski, Phil Glick, James Hassett (excused)

Report Date: 3/25/15

Meeting History (meeting dates, conference calls, major discussions):

The Bylaws committee met on March 10th at 12:30PM and the meeting was attended by Dr. Richard Gronostajski (Parliamentarian) and Dr. Philip Glick (Chair Elect of the Faculty Senate). Dr. Hassett, a proposed member of the committee, was excused due to patient commitments. 10 potential mechanisms for improving the efficiency of the FSEC and FS were discussed and following ~1.5 hours of discussion 3 procedural changes were selected for possible implementation.

Major Objectives:

A document explaining 4 levels of local lawgiving for the FS and FSEC was sent to the group prior to the meeting along with some proposed procedural changes for improved efficiency. This lawgiving explanation follows as depending on the proposed change, either the Bylaws, Charter, Standing Orders or Special Rules of Order require amendment.

There are 4 levels of local lawgiving for the FS and FSEC: the Bylaws, the Charter, the Standing Orders and Special Rules of Order.

Changing the Bylaws requires a majority vote of the Voting Faculty. Can't be done between May 1 and Sept. 30th.

Changing the Charter requires either a 2/3 vote of the FS at a meeting containing a quorum or a majority vote of the Voting Faculty. Can't be done between May 1 and Sept. 30th.

Changing the Standing Orders requires a majority vote of the FS.

Special Rules of Order for FSEC or FS can be voted on by the FSEC or FS, respectively for their own management at a meeting where there is a quorum of the FSEC or FS. Passage requires previous notice and a 2/3 majority vote or a simple majority vote of the entire membership.

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1) Limit each question or comment by FSEC and FS members to 2 minutes at FSEC and FS meetings.

	<p>This will provide sufficient time for concise presentation of ideas while valuing the time of all group members and ensuring that as many members as possible have time to present their ideas.</p> <p>Can be a Special Rule voted on at the FSEC and FS meetings. If permanent implementation is desired then it can be established as an amendment to the Standing Orders by a majority vote of the FS or the Voting Faculty.</p> <p>2) Limit the Chair's report to 10 minutes at FSEC and FS meetings to ensure efficiency of time management and to allow sufficient discussion of business.</p> <p>Can be implemented by the Chair as desired, can be voted on as a Special Rule at FSEC or FS meetings or made an amendment to the Standing Orders by a majority vote of the FS or the Voting Faculty.</p> <p>3) Modify the Standing Orders of the FS to allow electronic voting by FS and Voting Faculty. This would ensure that important resolutions and elections can be voted on quickly and efficiently and improve the participation of FS members unable to attend the FS meetings. It would also likely increase participation of the entire Voting Faculty on referenda and resolutions. (see attached resolution</p>
Emerging Objectives:	Implement proposed changes to Standing Orders to promote efficiency and inclusivity by allowing electronic voting on all FS and Voting Faculty matters.
Potential Work Products or Milestones for Completion of Objectives	See attached resolution. Should vote on resolution or send out paper ballot to all Voting Faculty to vote on after presentation at two faculty senate meetings. Could do a special FS meeting in April or May if needed.
Timeline for Completion of Objectives:	May 2015.
Specific actions requiring FSEC approval	FSEC should approve Special Rule of Order permitting timer to limit length of discussions at FSEC meetings and amend Standing Orders if rule is to be applied to FS meetings or create Special Rule of Order at FS meeting. Chair can implement Report time voluntarily or by Special Rule of Order. FSEC should present resolution to FS and vote on it either through FS or through paper ballot.
FSEC Comments:	

Possible resolution for the Faculty Senate or Voting Faculty:

Whereas, There is the need for efficient and inclusive participation of Faculty Senators and the Voting Faculty in UB governance;

Resolved, That the following amendment be inserted as Article 1.H into the Faculty Senate Standing Orders:

H. Electronic Voting. Referenda, resolutions and elections of the Faculty Senate and Voting Faculty may be conducted by electronic voting.

i. Electronic voting by the Faculty Senate on Faculty Senate resolutions will be conducted only after they have been presented and discussed at two Faculty Senate meetings (cf. Standing Orders, 5.A.iii), unless judged urgent and requiring haste by the Chair (cf. Standing Orders, 5.B). The resolution and any proposed amendments along with pertinent arguments for or against will be sent electronically to the official e-mail address of all Faculty Senate members together with instructions on the voting process for the resolution and amendments. Votes will be Yes, No or Abstain for the resolution and each amendment. Quorum will be a majority of Faculty Senate members. Votes must be cast within 7 days of the e-mail announcement. Failure of a Senator to cast a vote within 7 days will count as an unexcused absence from a Faculty Senate meeting and could entail immediate removal from the Faculty Senate (cf. Standing Orders, 2.B). All votes will be confirmed by a reply to the official UB e-mail address of the Senator.

ii. Referenda and resolutions sent to the Voting Faculty will be voted on as described as in the preceding paragraph except that information on voting will be sent to all Voting Faculty and failure to vote will have no effect on Voting Faculty status. As with paper ballots, passage of the referendum or resolution will be based on a Yes response by either a simple majority or a 2/3 majority of votes cast depending on the rules affected as described (cf. Bylaws, VII.4; Charter, VIII.3.B; Standing Orders, G).

iii. Electronic elections of SUNY Senators and Faculty Senate officers will be performed as described in the preceding paragraph and determined by a simple majority of votes cast.

iv. The results of all electronic votes will be transmitted to the Faculty Senate and Voting Faculty electronically and recorded in the minutes of the next Faculty Senate meeting by a report from the Chair.

v. Voting procedures will ensure confidentiality of the voting process and accuracy of vote counting by oversight by the Chairs of the Faculty Senate Elections Committee and Bylaws Committee or their designees, who must be approved by the Faculty Senate Executive Committee.

vi. No one who is a candidate in any given election will participate in vote counting or oversight in that election.

vii. Electronic voting procedures currently use the Vovici website but alternative mechanisms that ensure the confidentiality and accuracy of voting procedures may be used including e-mail balloting and casting.