

MEETING OF THE STUDENT SENATE

THURSDAY, OCTOBER 2, 2003

12:00 - 1:30 P.M.

**Coffman Theatre--Twin Cities Campus
308 Selvig Hall--Crookston Campus
Kirby Student Center Garden Room--Duluth Campus
Behmler Hall Conference Room--Morris Campus**

This is a meeting of the Student Senate. There are 47 voting members of the Student Senate. A simple majority must be present for a quorum. Most actions require only a simple majority for approval. Actions requiring special majorities for approval are noted under each of those items.

1. ANNOUNCEMENTS

(2 minutes)

2. ORIENTATION

(25 minutes)

3. MINUTES FOR APRIL 24, 2003

Action

(2 minutes)

MOTION:

To approve the Student Senate minutes, which are available on the Web at the following URLs. A simple majority is required for approval.

<http://www1.umn.edu/usenate/ssen/030424stu.html>

**STUART GOLDSTEIN, CLERK
UNIVERSITY SENATE/
TWIN CITIES CAMPUS ASSEMBLY**

4. STUDENT SENATE CHAIR REPORT

(5 minutes)

5. STUDENT SENATE CONSULTATIVE COMMITTEE CHAIR REPORT

(5 minutes)

6. ASSEMBLY/ASSOCIATION UPDATES

(5 minutes)

**7. PROPOSED UNIVERSITY SENATE/TWIN CITIES CAMPUS
ASSEMBLY CONSTITUTION, BYLAWS, AND RULES AMENDMENTS**

COLLEGE	NUMBER OF FACULTY/P&A ELIGIBLE	CURRENT NUMBER OF SENATORS (20-1 RATIO)	PROPOSED NUMBERS	CHANGE	NUMBER OF STUDENTS ELIGIBLE	CURRENT NUMBER OF SENATORS (1000-1 RATIO)	PROPOSED NUMBERS	CHANGE
AES	6	1	1	0	---	---	---	---
COAFES	300	15	10	-5	956	1	1	0
CALA	36	2	1	-1	276	1	1	0
CBS	109	5	4	-1	1180	1	1	0
CCE	19	1	1	0	1803	2	1	-1
DENTISTRY	88	4	3	-1	425	1	1	0
CEHD	175	9	6	-3	1960	2	1	-1
GC	63	3	2	-1	1820	2	1	-1
GRAD SCHL	---	---	---	---	6865	7	6	-1
HUM EC	86	4	3	-1	913	1	1	0
LAW	58	3	2	-1	767	1	1	0
CLA	657	33	22	-11	12269	12	12	0
LIBRARIES	85	4	3	-1	---	---	---	---
CSOM	138	7	5	-2	2927	3	2	-1
MED SCHL	697	35	24	-11	1491	1	1	0
MN EXT SERV	47	2	1	-1	---	---	---	---
NAT RES	64	3	2	-1	395	1	1	0
NURSING	50	2	2	0	240	1	1	0
PHARMACY	50	2	2	0	411	1	1	0
PUB AFFRS	31	2	1	-1	---	---	---	---
PUB HLTH	91	5	3	-2	337	1	1	0
IT	433	22	15	-7	3816	4	3	-1
VET MED	112	6	4	-2	309	1	1	0
UMC	64	3	2	-1	967	2	2	0
UMM	122	6	4	-2	1730	3	2	-1
UMD-BE	---	---	---	---	1555	2	1	-1
UMD-EHSP	---	---	---	---	2033	2	2	0
UMD-FA	---	---	---	---	603	1	1	0
UMD-LA	---	---	---	---	1879	2	1	-1
UMD-MED	44	2	1	-1	112	1	1	0
UMD-OTHER	31	2	1	-1	---	---	---	---
UMD-SE	---	---	---	---	2002	2	2	0
TOTALS:	3656	183	125		50041	59	50	

New text is underlined
deleted text is ~~struck out~~

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UNIVERSITY SENATE CONSTITUTION

ARTICLE I. GENERAL POWERS ~~(Subject to vote~~ Changes to this article are subject to vote by the University and Faculty Senates)

1. Distribution of Powers Delegated by the Board of Regents

Consistent with actions and policies by the regents of the University of Minnesota, all matters relating to the educational and administrative affairs of the University are herein committed to the president, the Faculty Senate, the University Senate, and the several faculties.

ARTICLE II. PRESIDENT OF THE UNIVERSITY ~~(Subject to vote~~ Changes to this article are subject to vote only by the Faculty Senate and the University Senate)

1. Position and Authority

The president of the University shall be the representative to external constituencies of the regents, the University Senate, the Faculty Senate, the faculties, and the students, and the chief executive officer of the University. The president shall have general administrative authority over University affairs. The president may suspend action taken by any senate, council, committee, ~~by any~~ campus assembly, ~~by any~~ college faculty, or by any student constituency and ask for a reconsideration of such action. If the president and a senate, a council, committee, campus assembly, ~~a~~ college faculty, or ~~a~~ student constituency do not reach agreement on the action, the question may be appealed to the regents by the president, or by any senate, any council, any committee, ~~or~~ any campus assembly, ~~or~~ college faculty, or student constituency. The president, as chief executive officer of the University, shall have final authority to make budgetary recommendations to the regents. However, in view of the necessary weighing of educational policies and objectives involved, the president shall consult with and ask for the recommendations of other academic officers and the Senate Consultative Committee concerning such budgetary recommendations as materially affect the University as a whole.

ARTICLE III. THE UNIVERSITY SENATE ~~(Subject to vote~~ Changes to this article are subject to vote only by the University Senate)

1. Powers ~~in~~ General

a. The University Senate shall have general legislative authority over educational administrative matters concerning more than one campus or the University as a whole, but not over the internal affairs of a single campus, institute, college, or school, except where these materially affect the

44 interests of the University as a whole or the interests of other campuses, institutes, colleges, or
45 schools. It may also elect to offer advice to the President on budget, educational policy, and
46 research issues.

47
48 b. Notwithstanding the foregoing paragraph, the Twin Cities campus members of the University
49 Senate may, as deemed appropriate by the Senate Consultative Committee or by vote of the
50 University Senate, exercise general legislative authority over administrative matters concerning
51 only the Twin Cities campus.

52
53 c. The University Senate shall have the power to recognize campus assemblies as official
54 campus legislative and policy-making bodies and, upon so doing, such organizations shall have
55 all powers permitted the campus assembly in this Constitution and Bylaws.

56
57 d. The University Senate may delegate authority and responsibility to campus assemblies in
58 administrative matters concerning only one campus of the University. Each campus shall
59 determine its own assembly and shall adopt its own constitution and bylaws, consistent with the
60 constitution and bylaws of the University Senate.

61
62 e. Nothing in this constitution bars the Senate Consultative Committee, the Faculty Consultative
63 Committee, the Student Consultative Committee, the Council of Academic Professionals and
64 Administrators, or the Civil Service Committee from discussing and expressing views on any
65 matter they deem appropriate, without regard to any view expressed by any of the other bodies.

66
67 f. In case of disagreement between or among the Faculty Consultative Committee, the Student
68 Consultative Committee, the Council of Academic Professionals and Administrators, and the
69 Civil Service Committee on a matter, each body may present its own views to the president.

70
71 g. Nothing in this constitution bars the University Senate, the Faculty Senate, the Student
72 Senate, the Council of Academic Professionals and Administrators, or the Civil Service
73 Committee from discussing and expressing views on any matter it deems appropriate, without
74 regard to any view expressed by any of the other bodies.

75
76 **2. Membership**

77
78 a. The University Senate shall be composed of the following voting members:

79
80 (a1) the president of the University;

81
82 (2) the vice chair of the Senate;

83
84 (3b) the 10 elected faculty, 6 elected student, 2 Council of Academic Professionals and
85 Administrators, and 2 Civil Service Committee members of the Senate Consultative Committee,
86 who shall serve as ex officio voting members; and

87
88 ~~(e4) the 125 members of the Faculty Senate elected faculty, academic professional, and student~~
89 ~~representatives of the various institutes, colleges, and schools of collegiate rank, and the~~
90 ~~Graduate School. Only elected faculty or academic professional representatives or properly~~
91 ~~designated faculty and academic professional alternates shall serve as the Faculty Senate; the~~
92 ~~elected student representatives shall serve as the Student Senate.~~

93
94 (5) the 50 members of the Student Senate;

95
96 (6) 25 elected academic professional and administrative staff members; and

97
98 (7) 25 elected civil service staff members

99
100 Qualified academic staff members elected to the Faculty Senate will not be counted as part of the
101 25 academic staff to be elected to the University Senate.

102
103 **b.** Each member of the University Senate shall represent the University as a whole. The deans,
104 vice presidents, chancellors, provosts, the University Librarian, and the General Counsel shall
105 serve as ex officio nonvoting members. Student body presidents of the Twin Cities, Duluth,
106 Morris, and Crookston student bodies, and the president of the Graduate and Professional
107 Student Assembly, shall, if not otherwise elected, serve as ex officio nonvoting members.

108
109 ~~53. Removal for Neglect of Meetings~~

110
111 ~~a. A member of the University Senate shall be said to have neglected a meeting if the member~~
112 ~~does not attend and does not provide an alternate and does not notify the clerk of the impending~~
113 ~~absence.~~

114
115 ~~b. A **non-student** member of the **Faculty University** Senate shall forfeit membership by neglecting~~
116 ~~three consecutive meetings of the University Senate. A member of the Student Senate shall~~
117 ~~forfeit membership by neglecting two meetings of the University Senate.~~

118
119 ~~e. The clerk of the Senate shall notify any member who will forfeit University Senate~~
120 ~~membership by neglecting the next meeting of the University Senate.~~

121
122 ~~**d. A member of the University Senate who holds membership in the Faculty Senate, the Student**~~
123 ~~**Senate, the Council of Academic Professionals and Administrators, or the Civil Service**~~
124 ~~**Committee, shall forfeit University Senate membership if membership in the other body is**~~
125 ~~**forfeited by failure to satisfy attendance criteria specified in the constitution or bylaws of that**~~
126 ~~**body.**~~

127
128 ~~**ed.** A member of the University Senate who holds membership in a **campus faculty assembly or**~~
129 ~~**a student assembly by virtue of holding membership in the University Senate shall forfeit**~~

130 University Senate membership if membership in the other body is forfeited by failure to satisfy
131 attendance criteria specified in the constitution or bylaws of the body.

132

133

134 ~~e. A member whose membership has been forfeited may appeal to the Senate Consultative~~
135 ~~Committee for reinstatement.~~

136

137 4.3 University Senate Officers

138

139 a. The officers of the University Senate shall be a chair, a vice chair, a clerk, and a
140 parliamentarian. The president of the University shall serve as chair the meetings of the
141 University Senate. Duties of the officers shall be described in the rules. A vice chair, a faculty
142 member, shall be elected by the Senate at its last regularly scheduled meeting in the spring
143 semester of the academic year for a term of one year and shall be eligible for re-election. The
144 vice chair shall be nominated by the Faculty Consultative Committee; other nominations may be
145 made by ten votes from the floor of the Senate. The clerk and parliamentarian of the Faculty
146 Senate shall serve as clerk and parliamentarian of the University Senate; their duties shall be
147 prescribed in the University Senate Bylaws.

148

149

150

151 5.8. University Senate Meetings--Call--Quorum

152

153 The University Senate shall hold regular meetings, at least twice in each semester of the
154 academic year, at a time and place determined by the president. Special meetings of the
155 University Senate and meetings of the Faculty or Student Senate may be held upon the call of the
156 president, ~~or upon request of the appropriate Senate Consultative Committee,~~ or upon written
157 request of ten members of the University Senate in question.

158

159 At any regular or special meeting of ~~any~~ the University Senate, a majority of its membership shall
160 constitute a quorum. ~~Any member of the faculty member, and any student, any or academic staff~~
161 ~~member professional, or any civil service staff member~~ eligible to vote for senators may be
162 admitted to University Senate meetings and shall be entitled to speak at the discretion of the
163 University Senate. Only elected University Senate members (or their designated alternates),
164 Senate Consultative Committee members, and, in the case of a tie, the presiding officer, shall be
165 entitled to vote. All members of the faculty who hold regular appointment as defined in Faculty
166 Temure may be present at Faculty Senate meetings and shall be entitled to speak and to offer
167 motions for Faculty Senate action. Only elected faculty members (or designated faculty
168 alternates) shall be entitled to vote.

169

170 ~~Any student eligible to vote for senators may be admitted to Student Senate meetings and shall~~
171 ~~be entitled to speak at the discretion of the Student Senate. Only elected student members (or~~
172 ~~their designated alternates) shall be entitled to vote.~~

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67. University Senate Agenda and Minutes

The agenda ~~and minutes~~ of each University Senate meeting shall be distributed in the manner specified in the Rules, advance to all Senate members, to all faculty ~~and~~ academic ~~staff~~ professional members entitled to vote for Senate members, to members of all committees of the Senate, and to the students and others in such manner as the University Senate may direct. The minutes of Senate meetings shall be distributed in like manner. Matters under Senate jurisdiction, including proposed amendments to this Constitution or Bylaws, may be submitted by any committee of the Senate or any Senate member.

7. Committees of the University Senate

The University Senate may establish standing committees and may also create special committees. The committees may appoint subcommittees.

1. University Senate Committees

A University Senate committee is any committee to which the University Senate delegates responsibilities in broad areas of University concern and whose reports are made directly to the University Senate. Membership of all University Senate committees and procedures for electing or appointing members are described in the Bylaws. The University Senate by appropriate bylaws may create or terminate committees vested with such responsibilities as the University Senate has the power to confer.

2. Subcommittees of Senate Committees

University Senate committees may appoint subcommittees as necessary to assist with their responsibilities. Membership of subcommittees need not be limited to members of the parent committee. Subcommittee memberships shall typically have approximately the same ratio of faculty/academic professionals, students, civil service, and alumni as the parent committee and shall include ex officio representation as appropriate. If an exception is necessary, the parent committee shall consult with the Committee on Committees. The Committee on Committees shall also serve as a resource for, or source of, subcommittee nominations and shall, at the request of the parent committee, appoint members to standing subcommittees.

3. Special Committees

Special committees may be created to study and make recommendations on special topics within the areas of concern to the University Senate. Special committees may be created, charged, and terminated by the University Senate or the Senate Consultative Committee.

215 **ARTICLE IV. THE FACULTY SENATE** ~~(Subject to vote~~ Changes to this article are
216 subject to vote only by the Faculty Senate)
217

218 1. Powers
219

220 a. The Faculty Senate shall have general legislative authority over faculty welfare, educational,
221 and research matters concerning more than one campus or the University as a whole, but not
222 over the internal affairs of a single campus, institute, college, or school, except where these such
223 affairs materially affect the interests of the University as a whole or the interests of other
224 campuses, institutes, colleges, or schools. It shall also have general advisory responsibilities for
225 matters related to the University budget.
226

227 b. Notwithstanding the foregoing paragraph, the Twin Cities campus members of the Faculty
228 Senate may, as deemed appropriate by the Faculty Consultative Committee or by vote of the
229 Faculty Senate, exercise general legislative authority over faculty welfare, educational, and
230 research matters concerning only the Twin Cities campus.
231

232 c. The Faculty Senate may delegate authority and responsibility to campus or faculty assemblies
233 in educational, research, and faculty welfare matters concerning only one campus of the
234 University.
235

236 d. The authority of the Faculty Senate shall include but not be limited to primary responsibility
237 for educational and research policies, providing advice to the president concerning the
238 University's budget, accreditation, designation and granting of University honors, policies
239 concerning faculty appointment and tenure, and matters within the jurisdiction of the Faculty
240 Affairs and Judicial Committees. Only those members of the Faculty Senate who hold
241 probationary or tenured faculty appointments may vote on changes in the "Regulations
242 Concerning Faculty Tenure," any matters related to tenure, or any matters related to the Judicial
243 Committee.
244

245 **2. Election of Members Membership**
246

247 a. The Faculty Senate shall consist be composed of the following voting members:

248 (1) the president of the University
249

250 (2) the vice chair of the Faculty Senate
251

252 (3) 125 elected members;
253

254 (4) the 10 elected members of the Faculty Consultative Committee who shall serve as ex officio
255 voting members
256

257 ~~b. and ex-officio members. Each member of the Faculty Senate shall represent the University as~~
 258 ~~a whole. The deans, vice presidents, chancellors, provosts, the University Librarian, and the~~
 259 ~~General Counsel shall serve as ex officio nonvoting members.~~

260
 261 ~~b. The elected representatives of the faculty and qualified academic staff professionals¹ [this~~
 262 ~~refers to academic professionals as defined by the Board of Regents—"Academic professionals~~
 263 ~~generally parallel disciplinary faculty in having the requisite preparation and specialized~~
 264 ~~knowledge in an academic discipline or field on which practice is based and in exercising~~
 265 ~~independent judgment. These individuals are not engaged in full-time teaching and scholarly~~
 266 ~~work, as are faculty, but rather are assigned to duties enhancing the research, teaching, and~~
 267 ~~service functions of the University..."] to the University Faculty Senate shall be chosen by secret~~
 268 ~~ballot by the faculty and qualified academic staff academic professionals of the several institutes,~~
 269 ~~colleges, or schools of collegiate rank. The faculty and qualified academic staff professionals of~~
 270 ~~each of these collegiate units shall include professors, associate professors, assistant professors~~
 271 ~~(including research associates), or instructors on full-time appointments^{2*} (including research~~
 272 ~~fellows) and campus-based qualified academic staff professionals holding continuous and~~
 273 ~~probationary appointments. Also included are qualified campus-based academic~~
 274 ~~staff professionals with fixed term or annual appointments having completed five years of service~~
 275 ~~at the University.~~

276
 277 ~~e. These faculty and qualified academic staff professionals shall jointly elect from their rank~~
 278 ~~(professors, associate professors, assistant professors, instructors, and academic~~
 279 ~~staff professionals) one 125 University Faculty Senate members, for the initial twenty of their~~
 280 ~~regular members or any fraction of that number holding such rank and one additional Senate~~
 281 ~~member for each additional twenty of the regular members or major fraction thereof, who shall~~
 282 ~~be distributed among the colleges and campuses in proportion to the number of faculty and~~
 283 ~~qualified academic staff in those units, except that each college and campus shall have at least~~
 284 ~~one representative. Units having more than six faculty and qualified academic staff professional~~
 285 ~~representatives to the University Faculty Senate may choose to restructure themselves into~~
 286 ~~smaller constituencies for voting purposes. For the purpose of electing representatives to the~~

¹ In order to qualify for election to the Faculty Senate, an academic professional or administrator must meet the definition established by the Board of Regents: "Academic professionals generally parallel disciplinary faculty in having the requisite preparation and specialized knowledge in an academic discipline or field on which practice is based and in exercising independent judgment. These individuals are not engaged in full-time teaching and scholarly work, as are faculty, but rather are assigned to duties enhancing the research, teaching, and service functions of the University." For the purposes of this constitution, the bylaws, and the rules, (1) the term "qualified academic staff" will be used and shall be interpreted to mean academic professionals and administrators eligible for election to the Faculty Senate and eligible for appointment to committees, as defined in this footnote, and (2) the term "academic staff" will be used and shall be interpreted to mean academic professionals and administrators eligible for election to the University Senate and eligible for appointment to all other committees of the senates. Qualified academic staff are eligible to serve on all other committees and in the University Senate as well as in the Faculty Senate and on committees requiring eligibility for Faculty Senate membership.

² "Full-time appointments" are defined for this constitution to require the same time commitment of faculty and academic professionals and administrators. [CAPA NEEDS TO DECIDE WHAT PERCENTAGE TIME APPOINTMENT SHOULD BE REQUIRED FOR ELIGIBILITY FOR THE FACULTY SENATE.]

287 ~~Faculty~~ Senate, the members of each faculty holding the rank of instructor (including research
288 fellows) and above shall be eligible to vote, providing that they hold regular appointment as
289 defined in *Faculty Tenure*. ~~Qualified academic staff professionals~~ eligible to serve in the
290 ~~Faculty~~ Senate shall be eligible to vote.

291
292 ~~d.~~ The vice chair of the Faculty Senate shall serve as an ex officio voting member. The deans,
293 vice presidents, chancellors, provosts, the University Librarian, and the General Counsel shall
294 serve as ex officio nonvoting members.

295
296 ~~e.~~ The ~~Faculty Senate~~ Consultative Committee shall determine the school membership of any
297 ~~qualified~~ academic ~~staff member or student~~ for purposes of voting for members of and serving
298 as a representative in the ~~Faculty~~ Senate.

299
300 ~~f.~~ Elections to the ~~Faculty~~ Senate shall be held no later than the 30th day of April. One third, or
301 as near to one third as arithmetically possible, of the ~~faculty/academic professional~~
302 ~~representatives of each institute, college, or school~~ shall be elected each year, ~~by each institute,~~
303 ~~college, or school.~~

304
305
306 ~~g.~~ All ~~faculty and academic professional~~ members elected to the ~~Faculty~~ Senate shall begin
307 service on July 1 and shall serve for three years ~~and/or~~ until their successors shall be elected and
308 qualified. Elected ~~faculty/academic professional~~ members of the Senate shall not serve more than
309 two consecutive terms, and shall be eligible for re-election only after a one-year interval of
310 nonmembership in the Senate.

311
312 ~~h.~~ To continue to serve ~~in the Faculty Senate~~, a faculty ~~member or~~ /academic ~~staff professional~~
313 representative must be currently a regular member of his or her faculty ~~or unit~~.

314
315 ~~i.~~ ~~The faculty and qualified academic staff constituencies of each institute, college, school, or~~
316 ~~other representative unit shall either elect a pool of alternate representatives or define the pool to~~
317 ~~be those eligible to vote for senators. The faculty and qualified academic staff members of each~~
318 ~~institute, college, school or other representative unit shall specify one of these procedures for~~
319 ~~selecting a pool of alternates in their respective constitutions. If the alternates are to be elected,~~
320 ~~then the constitution of the institute, college, school or other unit shall specify the number to be~~
321 ~~elected and their term in office, and they shall be elected at the same time and in the same~~
322 ~~manner as representatives. If a constitution does not exist or does not specify the method of~~
323 ~~selecting the pool of alternates, the faculty body of the unit shall determine which method shall~~
324 ~~be used.~~

325
326 ~~j.~~ ~~A representative may designate anyone from the appropriate unit pool to serve as an alternate~~
327 ~~in the representative's absence by providing written notice to the clerk of the Senate prior to the~~
328 ~~commencement of any meeting of the University or Faculty Senate.~~

329

330 ~~k. No individual (whether faculty or qualified academic staff) holding a central administrative~~
 331 ~~position carrying as any part of its title president, vice president, chancellor, provost, executive~~
 332 ~~director, counsel, attorney, or chief of staff shall be eligible for election to the Senate as members~~
 333 ~~of the faculties under "b" hereof, nor may the University Librarian or anyone who is a dean.~~
 334 ~~Individuals with less than a one-third time appointment as assistant or associate dean shall be~~
 335 ~~eligible for election to the Senate as members of the faculty under "b" hereof. Individuals whose~~
 336 ~~appointment responsibilities are primarily faculty but who incidentally have an administrative~~
 337 ~~title and responsibilities within an academic department or its equivalent are eligible for election~~
 338 ~~to the Senate as a member of the faculty. (This Article _____ shall not be construed to conflict~~
 339 ~~with Article III(1) which provides that the president of the University is a voting member of the~~
 340 ~~Senate. The president is not an elected member of the Senate.)~~

341
 342 The minimum requirements for a liberal education, for example, are matters that materially
 343 affect the interests of the University as a whole.

345 ~~35. Removal for Neglect of Meetings~~

346
 347 a. A member of the ~~Faculty University~~ Senate shall be said to have neglected a meeting if the
 348 member does not attend and does not provide an alternate and does not notify the clerk of the
 349 impending absence.

350
 351 b. A member of the ~~Faculty~~ Senate shall forfeit membership by neglecting three consecutive
 352 meetings of the ~~Faculty or University~~ Senate. A member of the ~~Student Senate~~ shall forfeit
 353 membership by neglecting two meetings of the ~~University~~ Senate.

354
 355 c. The clerk of the Senate shall notify any member who will forfeit ~~Faculty and~~ University
 356 Senate membership by neglecting the next meeting of the ~~Faculty or~~ University Senate.

357
 358 d. A member of the ~~University~~ Senate who holds membership in a campus faculty assembly or a
 359 student assembly by virtue of holding membership in the ~~University~~ Senate shall forfeit
 360 University Senate membership if membership in the other body is forfeited by failure to satisfy
 361 attendance criteria specified in the constitution or bylaws of the body.

362
 363 ~~de.~~ A member whose membership has been forfeited may appeal to the ~~Senate~~ ~~Faculty~~
 364 Consultative Committee for reinstatement.

366 4. Faculty Senate Officers

367
 368 The officers of the Faculty Senate shall be a chair, a vice chair, a clerk, and a parliamentarian.
 369 The president of the University shall serve as chair the meetings of the Faculty Senate. Duties of
 370 the other officers shall be described in the rules. A vice chair, a faculty member, shall be elected
 371 by the Senate at its last regularly scheduled meeting in the spring semester of the academic year
 372 for a term of one year and shall be eligible for re-election. The vice chair shall be nominated by

373 ~~the Faculty Consultative Committee; other nominations may be made by ten votes from the floor~~
 374 ~~of the Senate. The president, with the consent of the Faculty Senate, shall appoint a clerk (who~~
 375 ~~must be a faculty member qualified to serve in the Senate) and a parliamentarian of the Senate~~
 376 ~~(non-members of the Senate), whose duties shall be prescribed in the Senate Bylaws.~~

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380 **5. University Faculty Senate Meetings--Call--Quorum**

381

382 a. ~~The University Faculty Senate shall hold regular meetings, at least twice in each semester of~~
 383 ~~the academic year, at a time and place determined by the president. Special meetings of the~~
 384 ~~University Senate and meetings of the Faculty or Student Senate may be held upon the call of the~~
 385 ~~president, or upon request of the appropriate Faculty Consultative Committee, or upon written~~
 386 ~~request of ten members of the Faculty Senate in question.~~

387

388 b. ~~At any regular or special meeting of any the Faculty Senate, a majority of its membership shall~~
 389 ~~constitute a quorum. Any member of the faculty and any student or academic professional~~
 390 ~~eligible to vote for senators may be admitted to University Senate meetings and shall be entitled~~
 391 ~~to speak at the discretion of the Senate. Only elected Faculty Senate members (or their~~
 392 ~~designated alternates), Senate Faculty Consultative Committee members, and, in the case of a tie,~~
 393 ~~the presiding officer, shall be entitled to vote. All members of the faculty who hold regular~~
 394 ~~appointment as defined in *Faculty Tenure* and all qualified academic staff may be present at~~
 395 ~~Faculty Senate meetings and shall be entitled to speak and to offer motions for Faculty Senate~~
 396 ~~action.~~

397 ~~Only elected faculty members (or designated faculty alternates) shall be entitled to vote.~~

398

399 ~~Any student eligible to vote for senators may be admitted to Student Senate meetings and shall~~
 400 ~~be entitled to speak at the discretion of the Student Senate. Only elected student members (or~~
 401 ~~their designated alternates) shall be entitled to vote.~~

402

403 **76. University Faculty Senate Agenda and Minutes**

404

405 ~~The agenda and minutes of each University Senate meeting shall be distributed in the manner~~
 406 ~~specified in the Rules.~~

407 ~~The agenda of each University Senate meeting shall be distributed in advance to all Senate~~
 408 ~~members, to all faculty/academic professional members entitled to vote for Senate members, to~~
 409 ~~members of all committees of the Senate, and to the students and others in such manner as the~~
 410 ~~University Senate may direct. The minutes of Senate meetings shall be distributed in like~~
 411 ~~manner. Matters under Senate jurisdiction, including proposed amendments to this Constitution~~
 412 ~~or Bylaws, may be submitted by any committee of the Faculty Senate or any Faculty Senate~~
 413 ~~member.~~

414

415 **7. Committees of the Faculty Senate**

416
417 The Faculty Senate may establish standing committees and may also create special committees.
418 The committees may appoint subcommittees.

419
420 a. Faculty Senate Committees

421
422 A Faculty Senate committee is any committee to which the Faculty Senate delegates
423 responsibilities in broad areas of University concern and whose reports are made directly to the
424 Faculty Senate. Membership of all Senate committees and procedures for electing or appointing
425 members are described in the Bylaws. The Faculty Senate by appropriate bylaws may create or
426 terminate committees vested with such responsibilities as the Faculty Senate has the power to
427 confer.

428
429 b. Subcommittees of Faculty Senate Committees

430
431 Faculty Senate committees may appoint subcommittees as necessary to assist with their
432 responsibilities. Membership of subcommittees need not be limited to members of the parent
433 committee. Subcommittee memberships shall typically have approximately the same ratio of
434 faculty/academic staff, students, civil service, and alumni as the parent committee and shall
435 include ex-officio representation as appropriate. If an exception is necessary, the parent
436 committee shall consult with the Faculty Committee on Committees. The Committee on
437 Committees shall also serve as a resource for, or source of, subcommittee nominations and shall,
438 at the request of the parent committee, appoint members to standing subcommittees.

439
440 3. Special Committees

441
442 Special committees may be created to study and make recommendations on special topics within
443 the areas of concern to the Faculty Senate. Special committees may be created, charged, and
444 terminated by the Faculty Senate or the Faculty Consultative Committee.

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449 **ARTICLE V. THE STUDENT SENATE** (Subject to vote Changes to this article are
450 subject to vote only by the Student Senate)

451
452 **1. Power**

453
454 In general, the responsibility of the Student Senate shall include but not be limited to matters in
455 the area of student government, student organizations, and student publications. The Student
456 Senate shall also exercise an advisory role on matters of student behavior and student academic
457 integrity.

458

459 **2. ~~Election of Members~~ Membership**

460

461 a. The Student Senate shall consist be composed of the following voting members:

462

463 (1) 50 elected members distributed among the colleges and campuses in proportion to the
464 number of full-time students in those units, except that each college and campus shall have at
465 least one representative.;

466

467 (2) 10 elected members of the Student Consultative Committee who shall serve as ex officio
468 voting members

469

470 b. ~~and ex officio members.~~ Each member of the Faculty Senate shall represent the University as
471 a whole. The deans, vice presidents, chancellors, provosts, the University Librarian, and the
472 General Counsel shall serve as ex officio nonvoting members. Student body presidents of the
473 Twin Cities, Duluth, Morris, and Crookston student bodies, and the president of the Graduate
474 and Professional Student Assembly, shall, if not otherwise elected, serve as ex officio nonvoting
475 members.

476

477 a. ~~The Student Senate shall consist of 50 elected members, 10 elected Student Consultative~~
478 ~~Committee members,~~ and ex officio members. ~~The elected members shall be distributed among~~
479 ~~the colleges and campuses in proportion to the number of full-time students in those units, except~~
480 ~~that each college and campus shall have at least one representative.~~

481

482 b. ~~The elected representatives of the students to the University Senate shall be chosen by secret~~
483 ~~ballot by the student constituency enrolled in the several institutes, colleges, or schools as~~
484 ~~specified in the bylaws. Only full-time students in each institute, college, or school shall be~~
485 ~~eligible to vote. Each institute, college, or school shall establish its own procedures to determine~~
486 ~~qualification of those students eligible to vote.~~

487

488 c. ~~To be eligible for election to the University Senate, a student must have earned the required~~
489 ~~number of credits in residence at the University, as described below:~~

490

491 (1) ~~University College of Continuing Education~~ students shall be eligible for election if they
492 ~~have earned at least eight credits in residence during the previous five years and are carrying at~~
493 ~~least three credits at the time of voting.~~

494

495 (2) ~~All other students shall be eligible for election if they have earned within the past year and~~
496 ~~are currently carrying at least two-thirds the number of credits required for full-time student~~
497 ~~status as defined by the Office of the Registrar for their college of enrollment. Graduate School~~
498 ~~students carrying one credit ABD (all but dissertation) at the time of voting or who are certified~~
499 ~~as the equivalent of full-time students by the Graduate School shall be eligible for election.~~

500

501 ~~d. The Student Consultative Committee shall determine the school membership of any student~~
 502 ~~for purposes of voting for members of and serving as a representative in the Student Senate.~~

503
 504 ~~e. All members elected to the Student Senate shall begin service on July 1 and shall serve for~~
 505 ~~one year or until their successors shall be elected and qualified. Elected members of the Student~~
 506 ~~Senate shall not serve more than~~

507 All student representatives shall be elected for one-year terms and may be re-elected. No student
 508 representative may serve more than four one-year terms, or any part thereof, in any six-year
 509 period.

510
 511 ~~f. To continue to serve in the Student Senate, a student representative must continue to meet the~~
 512 ~~requirements for election identified under " " hereof.~~

513
 514 ~~g. The student constituencies of each institute, college, school, or other representative unit shall~~
 515 ~~either elect a pool of alternate representatives or define the pool to be those eligible to vote for~~
 516 ~~senators. The student members of each institute, college, school or other representative unit shall~~
 517 ~~specify one of these procedures for selecting a pool of alternates in their respective constitutions.~~
 518 ~~If the alternates are to be elected, then the constitution of the institute, college, school or other~~
 519 ~~unit shall specify the number to be elected and their term in office, and they shall be elected at~~
 520 ~~the same time and in the same manner as representatives. If a constitution does not exist or does~~
 521 ~~not specify the method of selecting the pool of alternates, the student board shall determine~~
 522 ~~which method shall be used.~~

523
 524 ~~[THE PRECEDING PARAGRAPH IS TO BE DISCUSSED BY THE STUDENTS.]~~

525
 526 ~~h. A representative may designate anyone from the appropriate unit pool to serve as an alternate~~
 527 ~~in the representative's absence by providing written notice to the clerk of the Senate prior to the~~
 528 ~~commencement of any meeting of the University or Student Senate.~~

529
 530 **53. Removal for Neglect of Meetings**

531
 532 a. A member of the ~~University~~ Student Senate shall be said to have neglected a meeting if the
 533 member does not attend and does not provide an alternate and does not notify the clerk of the
 534 impending absence.

535
 536 b. A member of the Student Senate shall forfeit membership by neglecting ~~three~~ two consecutive
 537 meetings of the Student and/or University Senate. A member of the Student Senate shall forfeit
 538 membership by neglecting two meetings of the University Senate.

539
 540
 541 c. The clerk of the Senate shall notify any member who will forfeit ~~Student and~~ University
 542 Senate membership by neglecting the next meeting of the ~~Student or~~ University Senate.

543

544 ~~d. A member of the University Senate who holds membership in a campus faculty assembly or a~~
545 ~~student assembly by virtue of holding membership in the Student or University Senate shall~~
546 ~~forfeit Student and University Senate membership if membership in the other body is forfeited~~
547 ~~by failure to satisfy attendance criteria specified in the constitution or bylaws of the body.~~
548

549

550

550 e. A member whose membership has been forfeited may appeal to the Senate Student
551 Consultative Committee for reinstatement.

552

553 **4. Student Senate Officers**

554

555 a. The officers of the Student Senate shall be a chair and a vice chair.

556

557 ~~b. The chair and vice chair shall be elected at a special spring semester session of the Student~~
558 ~~Senate attended only by student senators elected for the following year. The outgoing chair shall~~
559 ~~preside over the election. Non-senators and outgoing student senators may not be candidates for~~
560 ~~these positions. The chair and vice chair shall not be from the same campus. In the event that no~~
561 ~~one is nominated for the vice chair position from a separate campus, the position will be open to~~
562 ~~all qualified members of the Student Senate. Term of office shall be July 1 to June 30, and the~~
563 ~~person holding office is eligible for re-election. The duties of the chair are (1) to be the official~~
564 ~~spokesperson of the Student Senate; (2) to set the Student Senate agenda, to be approved by the~~
565 ~~Student Consultative Committee; (3) to serve on the board of the Student Legislative Coalition,~~
566 ~~the University's student lobbying organization; and (4) to serve as the University's representative~~
567 ~~on the Student Advisory Council; (5) to serve on one central University advisory committee and~~
568 ~~to delegate student members for other advisory committees.~~

569

570 ~~c. The duties of the vice chair are (1) to assume the duties of the chair in the event of an absence~~
571 ~~or incapacity of the chair; (2) to assume responsibilities delegated by the chair; (3) to submit to~~
572 ~~the Senate Office an annual budget request for the Student Senate and Student Consultative~~
573 ~~Committee, to be approved by the Student Senate during its fall semester meeting; (4) to~~
574 ~~organize an annual orientation for members of the Student Senate; (5) to monitor Student Senate~~
575 ~~attendance and ensure that the Student Senate Handbook is updated and distributed; (6) to serve~~
576 ~~on a central advisory committee that is not attended by the Student Senate chair if there is more~~
577 ~~than one such committee active; (7) to serve as the vice chair of the Student Senate Consultative~~
578 ~~Committee.~~

579

580

581 **58. University Student Senate Meetings--Call--Quorum**

582

583 a. The University Student Senate shall hold regular meetings, at least twice in each semester of
584 the academic year, at a time and place determined by the president chair of the Student Senate.
585 Special meetings of the ~~University Senate~~ and meetings of the ~~Faculty or Student Senate~~ may be
586 held upon the call of the president chair or upon request of the appropriate Student Consultative

587 Committee, or upon written request of ten members of the Student Senate in question.

588

589 b. At any regular or special meeting of any the Student Senate, a majority of its membership
590 shall constitute a quorum. Any member of the faculty and any student or academic professional
591 eligible to vote for senators may be admitted to University Student Senate meetings and shall be
592 entitled to speak at the discretion of the Student Senate. Only elected Student Senate members
593 (or their designated alternates), Senate Student Consultative Committee members, and, in the case
594 of a tie, the presiding officer, shall be entitled to vote. All members of the faculty who hold
595 regular appointment as defined in Faculty Tenure may be present at Faculty Senate meetings and
596 shall be entitled to speak and to offer motions for Faculty Senate action. Only elected faculty
597 members (or designated faculty alternates) shall be entitled to vote.

598

599 Any student eligible to vote for senators may be admitted to Student Senate meetings and shall
600 be entitled to speak at the discretion of the Student Senate. Only elected student members (or
601 their designated alternates) shall be entitled to vote.

602

603 [NOTHING HERE ABOUT DISTRIBUTION OF STUDENT SENATE AGENDAS AND
604 MINUTES]

605

606 6. Committees of the Student Senate

607

608 The Student Senate may establish standing committees and may also create special committees.
609 The committees may appoint subcommittees.

610

611 1. Student Senate Committees

612

613 A Student Senate committee is any committee to which the Student Senate delegates
614 responsibilities in broad areas of University concern and whose reports are made directly to the
615 Student Senate. Membership of all Student Senate committees and procedures for electing or
616 appointing members are described in the Bylaws. The Student Senate by appropriate bylaws may
617 create or terminate committees vested with such responsibilities as that Senate has the power to
618 confer.

619

620 2. Subcommittees of Student Senate Committees

621

622 Student Senate committees may appoint subcommittees as necessary to assist with their
623 responsibilities. Membership of subcommittees need not be limited to members of the parent
624 committee. Subcommittee memberships shall typically have approximately the same ratio of
625 faculty/academic professionals, students, civil service, and alumni as the parent committee and
626 shall include ex officio representation as appropriate. If an exception is necessary, the parent
627 committee shall consult with the Student Committee on Committees. The Committee on
628 Committees shall also serve as a resource for, or source of, subcommittee nominations and shall,
629 at the request of the parent committee, appoint members to standing subcommittees.

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3. Special Committees

~~Special committees may be created to study and make recommendations on special topics within the areas of concern to the Student Senate. Special committees may be created, charged, and terminated by the Student Senate or by the Student Consultative Committee.~~

ARTICLE VI. THE COUNCIL OF ACADEMIC PROFESSIONALS AND ADMINISTRATORS (Subject to vote Changes to this article are subject to vote only by the Council of Academic Professionals and Administrators)

1. Powers

~~The responsibility of the Council of Academic Professionals and Administrators shall include but not be limited to matters relating to the employment conditions of the professional and administrative staff.~~

~~The Council of Academic Professionals and Administrators may delegate to campus organizations responsibility for matters concerning only one campus of the University.~~

2. Senate Members Membership

~~a. [CAPA NEEDS TO DETERMINE ELIGIBILITY CRITERIA FOR UNIVERSITY SENATE MEMBERSHIP--FULL TIME? ETC.]~~

~~b. The academic staff representatives in the University Senate shall be selected in a manner identified by the Council of Academic Professionals and Administrators, subject to the requirement that the representatives must be elected by secret ballot by the constituents they represent. Election by secret ballot to the Council of Academic Professionals and Administrators and subsequent appointment to the Senate from the Council is permissible if all academic staff have the opportunity to vote by secret ballot for candidates to the Council.~~

~~c. The Council of Academic Professionals and Administrators shall determine the unit membership of any academic staff member for purposes of voting for members of and serving as a representative in the University Senate.~~

~~d. Elections to the University Senate shall be held no later than the 30th day of April. One third, or as near to one third as arithmetically possible, of the academic staff representatives shall be elected each year.~~

~~e. All members elected to the University Senate shall begin service on July 1 and shall serve for three years or until their successors shall be elected and qualified. Elected members of the Senate~~

672 ~~shall not serve more than two consecutive terms, and shall be eligible for re-election only after a~~
 673 ~~one year interval of nonmembership in the Senate.~~

674
 675 ~~f. To continue to serve in the University Senate, an academic staff representative must be~~
 676 ~~currently a regular member of the unit from which he or she was elected.~~

677
 678 ~~g. The academic staff constituencies of each representative unit³ shall either elect a pool of~~
 679 ~~alternate representatives or define the pool to be those eligible to vote for senators. The academic~~
 680 ~~staff members of each representative unit shall specify one of these procedures for selecting a~~
 681 ~~pool of alternates in their respective constitutions. If the alternates are to be elected, then the~~
 682 ~~elected unit representatives shall specify the number to be elected and their term in office, and~~
 683 ~~they shall be elected at the same time and in the same manner as representatives. If a~~
 684 ~~constitution does not exist or does not specify the method of selecting the pool of alternates, the~~
 685 ~~Council of Academic Professionals and Administrators, for all units, shall determine which~~
 686 ~~method shall be used.~~

687
 688 ~~h. A representative may designate anyone from the appropriate unit pool to serve as an alternate~~
 689 ~~in the representative's absence by providing written notice to the clerk of the Senate prior to the~~
 690 ~~commencement of any meeting of the University Senate.~~

691
 692 ~~h. No individual holding a central administrative position carrying as any part of its title~~
 693 ~~president, vice president, chancellor, provost, executive director, counsel, attorney, or chief of~~
 694 ~~staff shall be eligible for election to the University Senate as members of the academic staff, nor~~
 695 ~~may the University Librarian or anyone who is a dean. Individuals with less than a one third~~
 696 ~~time appointment as assistant or associate dean shall be eligible for election to the University~~
 697 ~~Senate as members of the academic staff. Individuals whose appointment responsibilities are~~
 698 ~~primarily academic but who incidentally have an administrative title and responsibilities within~~
 699 ~~an academic department or its equivalent are eligible for election to the Senate as a member of~~
 700 ~~the academic staff.~~

701
 702 **53. Removal for Neglect of Meetings**

703
 704 ~~a. A member of the University Senate shall be said to have neglected a meeting if the member~~
 705 ~~does not attend and does not provide an alternate and does not notify the clerk of the impending~~
 706 ~~absence.~~

707
 708 ~~b. An academic staff member of the University Senate shall forfeit membership by neglecting~~
 709 ~~three consecutive meetings of the University Senate.~~

³ The Council of Academic Professionals and Administrators, for academic administrative and professional staff, shall determine the units from which their academic staff representatives to the University Senate shall be elected. (Qualified aFaculty and aAcademic staffprofessionals and administrators elected to the Faculty Senate shall be elected from a college or equivalent unit.)

710

711 ~~e. The clerk of the Senate shall notify any member who will forfeit University Senate~~
712 ~~membership by neglecting the next meeting of the University Senate.~~

713

714 ~~d. A member of the University Senate who holds membership in a campus faculty assembly or a~~
715 ~~student assembly by virtue of holding membership in the University Senate shall forfeit~~
716 ~~University Senate membership if membership in the other body is forfeited by failure to satisfy~~
717 ~~attendance criteria specified in the constitution or bylaws of the body.~~

718

719 ~~ed. A member whose membership has been forfeited may appeal to the Council of Academic~~
720 ~~Professionals and Administrators Senate Consultative Committee for reinstatement.~~

721

722 **ARTICLE VII. THE CIVIL SERVICE COMMITTEE** ~~(Subject to vote~~ Changes to this
723 ~~article are subject to vote~~ **only by the Civil Service Committee**)

724

725 **1. Power**

726

727 a. The responsibility of the Civil Service Committee shall include but not be limited to matters
728 relating to the employment conditions of the civil service staff.

729

730 b. The Civil Service Committee may delegate to campus organizations responsibility for matters
731 concerning only one campus of the University.

732

733 **2. Senate Members Membership**

734

735 a. [CSC NEEDS TO DETERMINE ELIGIBILITY CRITERIA FOR UNIVERSITY SENATE
736 MEMBERSHIP--FULL TIME? ETC.]

737

738 b. The civil service representatives in the University Senate shall be selected in a manner
739 identified by the Civil Service Committee, subject to the requirement that the representatives
740 must be elected by secret ballot by the constituents they represent. Election by secret ballot to
741 the Civil Service Committee and subsequent appointment to the Senate from the Committee
742 groups is permissible if civil service staff have the opportunity to vote by secret ballot for
743 candidates to the Committee.

744

745 e. The Civil Service Committee shall determine the unit membership of any civil service staff
746 member or student for purposes of voting for members of and serving as a representative in the
747 University Senate.

748

749 d. Elections to the University Senate shall be held no later than the 30th day of April. One third,
750 or as near to one third as arithmetically possible, of the civil service representatives shall be
751 elected each year.

752
 753 ~~e. All members elected to the University Senate shall begin service on July 1 and shall serve for~~
 754 ~~three years or until their successors shall be elected and qualified. Elected members of the Senate~~
 755 ~~shall not serve more than two consecutive terms, and shall be eligible for re-election only after a~~
 756 ~~one-year interval of nonmembership in the Senate.~~

757
 758 ~~f. To continue to serve in the University Senate, a civil service representative must be currently~~
 759 ~~a regular member of the unit from which he or she was elected.~~

760
 761 ~~g. The civil service constituencies of each representative unit⁴ shall either elect a pool of~~
 762 ~~alternate representatives or define the pool to be those eligible to vote for senators. The civil~~
 763 ~~service members of each representative unit shall specify one of these procedures for selecting a~~
 764 ~~pool of alternates in their respective constitutions. If the alternates are to be elected, then the~~
 765 ~~elected unit representatives shall specify the number to be elected and their term in office, and~~
 766 ~~they shall be elected at the same time and in the same manner as representatives. If a constitution~~
 767 ~~does not exist or does not specify the method of selecting the pool of alternates, the Civil Service~~
 768 ~~Committee, for all units, shall determine which method shall be used.~~

769
 770 ~~h. A representative may designate anyone from the appropriate unit pool to serve as an alternate~~
 771 ~~in the representative's absence by providing written notice to the clerk of the Senate prior to the~~
 772 ~~commencement of any meeting of the University Senate.~~

773
 774 **53. Removal for Neglect of Meetings**

775
 776 a. A member of the University Senate shall be said to have neglected a meeting if the member
 777 does not attend and does not provide an alternate and does not notify the clerk of the impending
 778 absence.

779
 780 b. A civil service member of the University Senate shall forfeit membership by neglecting three
 781 consecutive meetings of the University Senate.

782
 783 e. The clerk of the Senate shall notify any member who will forfeit University Senate
 784 membership by neglecting the next meeting of the University Senate.

785
 786 d. A member of the University Senate who holds membership in a campus faculty assembly or a
 787 student assembly by virtue of holding membership in the University Senate shall forfeit
 788 University Senate membership if membership in the other body is forfeited by failure to satisfy
 789 attendance criteria specified in the constitution or bylaws of the body.

790
 791 ~~ed. A member whose membership has been forfeited may appeal to the Senate Consultative Civil~~
 792 ~~Service Committee for reinstatement.~~

⁴ The Civil Service Committee, ~~for civil service staff,~~ shall determine the units from which civil service~~their~~ representatives to the University Senate shall be elected.

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ARTICLE IV. COMMITTEES OF THE UNIVERSITY SENATE

~~The committees of the University Senate shall be (1) Senate committees and (2) Subcommittees of Senate committees. The Senate also may create special committees.~~

1. Senate Committees

~~A Senate committee is any committee to which the University Senate delegates responsibilities in broad areas of University concern and whose reports are made directly to the University Senate, the Faculty Senate, or the Student Senate. Membership of all Senate committees and procedures for electing or appointing members are described in the Bylaws. The University Senate by appropriate bylaws may create or terminate Senate committees vested with such responsibilities as the Senate has the power to confer.~~

2. Subcommittees of Senate Committees

~~Senate committees may appoint subcommittees as necessary to assist with their responsibilities. Membership of subcommittees need not be limited to members of the parent committee. Subcommittee memberships shall have approximately the same ratio of faculty/academic professionals, students, civil service, and alumni as the parent committee and shall include ex officio representation as appropriate. If an exception is necessary, the parent committee shall consult with the Committee on Committees. The Committee on Committees shall also serve as a resource for, or source of, subcommittee nominations and shall appoint members to standing subcommittees. Civil service and alumni shall be represented on subcommittees where appropriate.~~

3. Special Committees

~~Special committees may be created to study and make recommendations on special topics within the areas of concern to the University Senate. Special committees may be created or terminated either by the University Senate or by the Senate Consultative Committee. Whenever the task of a special committee falls within the duties and responsibilities of a committee of the University Senate, the special committee shall make interim and final reports to that committee. If the task assigned to the special committee does not fall within the duties and responsibilities of an existing committee of the Senate, the special committee shall make interim and final reports to the Senate Consultative Committee. The membership of a special committee shall consist of (a) representatives of the committee of the Senate to which it reports, and (b) such other members as the task of the special committee requires.~~

ARTICLE VIII. GOVERNMENT OF THE COLLEGES AND SCHOOLS (Subject to vote Changes to this article are subject to vote only by the Faculty Senate and the

836 University Senate)

837

838 **1. Composition**

839

840 The government of each institute, college, or school of collegiate rank shall be vested in the
 841 president, provosts, deans, professors, associate professors, assistant professors (including
 842 research associates), and instructors (including research fellows) and student and other group
 843 representatives, if any. Each department or division giving instruction in another institute,
 844 college, or school may be represented on the faculty of that institute, college, or school by one or
 845 more members. Each institute, college, or school of collegiate rank shall determine its own
 846 governing rules and policies including methods of selecting faculty, student, and other group
 847 representatives, if any, for its government.

848

849 **2. Powers**

850

851 Such government shall control the internal affairs and policies of its own institute, college, or
 852 school, including entrance requirements, curricula, instruction, examinations, grading, degrees,
 853 and academic disciplinary matters, except as provided in Article III, Section 21.

854

855 ~~ARTICLE VI. RELATIONS WITH OTHER INSTITUTIONS~~

856

857 ~~Formal relations between the University of Minnesota and other educational institutions shall be~~
 858 ~~subject to the control of the University Senate, either directly or through appropriate committees.~~

859

860 ~~ARTICLE VII. JURISDICTIONAL QUESTIONS~~

861

862

863 **1. Intercollege Controversies (Subject to vote - Changes to this article are subject to vote**
 864 **only by the Faculty Senate)**

865

866 Controversies arising between institutes, colleges, and/or schools of collegiate rank may be
 867 presented, after mutual conference, to a special committee appointed by the president and
 868 confirmed by the University Senate. If the special committee is unable to arrange a mutually
 869 agreeable solution to the problem in question, the matter shall be placed on the agenda of the
 870 next regular or special meeting of the University Senate for decision. The Senate's decision may
 871 be appealed to the president.

872

873 **2. Controversies Between a Senate ~~the University Senate and Institutes, Colleges, and~~**
 874 **Schools (Changes to this article are subject to vote only by the Faculty and Student**
 875 **Senates)**

876

877 Controversies arising between the University, Faculty, or Student Senate or any of their its
 878 committees and a campus, institute, college, or school government or other division of the

879 University shall be resolved by the president, after conference with representatives of the
880 appropriate Senate and of the units in question.

881
882 **3. University Senate Authority (Changes to this article are subject to vote only by the**
883 **University Senate)**

884
885 The University Senate shall have the power to enact regulations for the governing of faculty,
886 academic ~~staff~~professionals, and students in those relations with the University which affect the
887 University as a whole.

888
889 **ARTICLE VIII X. AMENDING PROCEDURE (Subject to vote Changes to this article are**
890 **subject to vote only by the University Senate)**

891
892 An amendment to this Constitution shall be approved either by a two-thirds majority of all voting
893 members of the ~~University~~ appropriate Senate, as indicated in each section, at a regular or special
894 meeting, or by a majority of all voting members of the appropriate Senate at each of two
895 meetings, the second of which shall be the next regular meeting; and provided the proposed
896 amendment has been distributed, in writing, to the persons and in the manner provided in Article
897 III, Section 7, for distribution of the Senate agenda, at least ten days prior to the date of the vote
898 on the approval of the proposed amendment. An amendment shall be effective following
899 approval by the University Senate and by the Board of Regents.

900
901 If a proposed constitutional amendment has received affirmative votes of 80% or more of those
902 present and voting at a meeting of ~~the~~a Senate, but the number of votes cast is insufficient to
903 adopt the amendment (either a two-thirds majority of all voting members at one meeting or a
904 majority of all voting members at the second of two meetings), the amendment may be submitted
905 electronically to all members of ~~the~~that Senate for a second vote. The votes must be cast no later
906 than three working days from the time of adjournment of the Senate meeting at which the item
907 was considered. The number of votes required for electronic approval will be the same as the
908 number required for approval at the meeting.

909
910
911 [THIS NEXT SECTION WILL NEED TO BE PUT IN FINAL FORM AFTER THE FORMAT
912 OF THE BYLAWS HAS BEEN SETTLED.]

913
914 **ARTICLE XIX. BYLAWS**

915
916 The University Senate may enact or amend its Bylaws either by a majority of all voting members
917 of the University Senate at a regular or special meeting, or by a majority of all members of the
918 Senate present and voting at each of two meetings, the second of which shall be the next regular
919 meeting, provided the proposed change has been submitted, in writing, to each member of the
920 Senate at least ten days prior to the date of the vote on the approval of the proposed change.

921

922 If a proposed bylaw amendment has received affirmative votes of 80% or more of those present
923 and voting at a meeting of the Senate, but the number of votes cast is insufficient to adopt the
924 amendment (either a majority of all voting members at one meeting or a majority those present
925 and voting at the second of two meetings), the amendment may be submitted electronically to all
926 members of the Senate for a second vote. The votes must be cast no later than three working
927 days from the time of adjournment of the Senate meeting at which the item was considered. The
928 number of votes required for electronic approval will be the same as the number required for
929 approval at the meeting.

930

931 **ARTICLE XI. EFFECTIVE DATE OF CONSTITUTION**

932

933 This Constitution shall take effect following its approval by the Board of Regents.

934

University of Minnesota

Student Senate Handbook

2003-04

Prepared by the Student Senate Consultative Committee

revised: 9/24/03

Acronyms

ACA:	<i>Advisory Committee on Intercollegiate Athletics</i>
AHC:	<i>Academic Health Center</i>
CLE:	<i>Council on Liberal Education</i>
COGS:	<i>Council of Graduate Students</i>
C on C:	<i>Senate Committee on Committees</i>
CSA:	<i>Crookston Student Association</i>
CUFS:	<i>Central University Financial System</i>
FAOCIA	<i>Faculty Academic Oversight Committee on Intercollegiate Athletics</i>
FCC:	<i>Faculty Consultative Committee</i>
GAPSA:	<i>Graduate and Professional Student Association</i>
MCSA:	<i>Morris Campus Student Association</i>
MSA:	<i>Minnesota Student Association (Twin Cities Undergraduate Assembly)</i>
SAIC:	<i>Student Academic Integrity Committee</i>
SCC:	<i>Senate Consultative Committee</i>
SCEP:	<i>Senate Committee on Educational Policy</i>
SCFA:	<i>Senate Committee on Faculty Affairs</i>
SCFP:	<i>Senate Committee on Finance and Planning</i>
SCIT:	<i>Senate Committee on Information Technology</i>
SCSA:	<i>Senate Committee on Student Affairs</i>
SLC:	<i>Student Legislative Coalition</i>
SSCC:	<i>Student Senate Consultative Committee</i>
UMDSA:	<i>Duluth Student Association</i>

Additional acronyms and definitions:

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I. INTRODUCTION -- Senate Role and Structure

A. University Senate

The University Senate is the highest body of participatory government at the University of Minnesota. The Senate has general legislative authority over educational matters concerning more than one campus or the University as a whole. While it does not have prescribed responsibilities, it may deal with any issue that affects the academic mission of the University or the general welfare of faculty, academic professionals, and students. Policies and other actions approved by the Senate are forwarded to the President, and when appropriate the Board of Regents, for consideration and action. Once Senate policies are approved by the President (and Regents), the action becomes University policy. The Senate also influences University policy through the passage of resolutions and statements that reflect the opinions of the faculty, academic professional staff, and students. The president of the University serves as the chair of the Senate. A vice chair is elected from amongst its members.

When appropriate, the University Senate subdivides into the **Faculty Senate** (faculty/academic professional representatives of the U Senate) and the **Student Senate** (student representatives of the U Senate). In general, functions allocated to the Faculty Senate include, but are not limited to, accreditation, designation and granting of honors, and policies concerning faculty appointment and tenure. Functions allocated to the Student Senate include, but are not limited to, matters in the area of student government and student organizations. In recent years, the Student Senate has previewed certain items that are scheduled to appear on the Senate agenda in order to better present the student voice on a given topic.

B. Campus Assemblies

Each campus has its own assembly which includes student representation. On the Twin Cities campus, the Twin Cities representatives to the University Senate form the membership of the Twin Cities Campus Assembly. The president of the University serves as chair and the vice chair is elected from amongst its members. Traditionally, a student has held the vice chair position and has been called upon to chair its meetings. The campus assemblies address issues specific to their campus.

C. Makeup of the Senate

University senators include faculty, academic professionals, and students elected by their respective colleges. To be eligible for election to the University Senate, a student must have earned the required number of credits in residence at the University, as described below:

- College of Continuing Education students are eligible for election if they have earned at least eight credits in residence during the previous five years and are carrying at least three credits at the time of voting.
- All other students are eligible for election if they have earned within the past year, and are currently carrying, at least two-thirds the number of credits required for full-time student status as defined by the Office of the Registrar for their college of enrollment. Graduate School students carrying one credit ABD (all but dissertation) at the time of voting, or who are certified as the equivalent of full-time students by the Graduate School, are eligible for election.

There is one student member for each initial 1,000 full-time students (or fraction thereof) in each student constituency plus one additional student senator for each additional 1,000 full-time students (or major fraction thereof) in each constituency.

At Morris and Crookston there shall be two student senators for each initial 1,000 full-time students (or fraction thereof) in each student constituency plus one additional student senator for each additional 1,000 full-time students (or major fraction thereof).

D. Senate Meetings

In general, the University Senate, Faculty Senate, Student Senate, and Twin Cities Campus Assembly meet concurrently on the same day, at least six times per academic year. Special meetings of any Senate or the Assembly may be called by the appropriate consultative committee, the President, or upon written request of ten members of the Senate (or Assembly) in question.

E. Senate Consultative Committees

The steering and executive committee of the University Senate is the Senate Consultative Committee (SCC), which consists of elected faculty and students from all four campuses. This committee sets the Senate agenda and traditionally serves as an important forum for policy discussion and decision-making. As with the full Senate, this committee consists of two constituent bodies, the Faculty Consultative Committee (FCC) and the Student Senate Consultative Committee (SSCC). The FCC and SSCC serve as the steering and executive committees of their respective senate constituencies. Their roles are similar to that of the full SCC on a more specific level. The chair of the FCC serves as the chair of the SCC.

The SSCC includes five Twin Cities representatives (both graduate and undergraduate students), one representative each from the Crookston, Duluth, and Morris campuses, and the chair and vice chair of the Student Senate.

F. Other Senate/TC Campus Assembly Committees

The Senate and Assembly committees are the work-horses of the Senate/Assembly. All senators are encouraged to serve on one of the approximately 16 standing Senate committees and Twin Cities students to serve on the 8 Twin Cities Assembly committees. Appointments are made by the Committee on Committees (C on C). Most issues that come before the University Senate originate from a Senate committee. The listing of committees, with short descriptions, can be found later in the handbook.

G. Student Senate Officers

There are three officers of the Student Senate. The chair and vice chair of the Student Senate are elected by the newly-elected Student Senate members at the last regularly scheduled meeting of the year. The SSCC elects its chair from among its members. The vice chair of the Student Senate serves as the Vice Chair of the SSCC. Each has a number of specific responsibilities.

The Chair of the Student Senate may be characterized as the officer responsible for 'foreign policy,'; i.e. representing students to the full Senate, the University administration, and the external community.

The Vice Chair's responsibilities are more 'domestic,' overseeing the Student Senate Handbook, budget, attendance, orientations, etc. They divide committee responsibilities, but the chair normally leads the meetings of the Student Senate. The Chair and Vice Chair of the Student Senate come from different campuses, but in the event that no student from a differing campus accepts the role, then this regulation is waived.

The SSCC Chair is in charge of a main body for bringing student issues to the forefront of the Senate. Concerns that do not fall under a particular committee can be brought here and appropriate actions will be taken. At least one member from each student association/assembly serves on this committee and it is the duty of the Chair to ensure that each has its voice heard.

H. Clerk of the Senate

A faculty member will serve as the Clerk of the Senate. The Senate Clerk and Parliamentarian (also a faculty member) are appointed by the President and serve as officers of the University Senate. The Clerk of the Senate prepares the agendas for University Senate meetings. The Senate Office provides full staff support to the Senate and the TC Campus Assembly, including the standing committees.

Students may direct any questions concerning the Senate, Assembly, or its committees to the Student Senate Liaison, Becky Hippert, 612-626-8743, hipp003@umn.edu, University Senate Office, 427 Morrill Hall.

L. University Senate Web Site

Senators are encouraged to utilize the Senate's web site. The URL is <http://www.umn.edu/usenate>

Included on the web page are Senate/Assembly meeting schedules; agendas; committee information; reports, policies, and resolutions; the Constitutions, Bylaws, and Rules, and other pertinent information. This site can serve as a primary source of information pertaining to current and past senate discussions and actions. Every senator should acquaint themselves with this site and visit it often.

J. Issues Appropriate to the University Senate or Student Senate

Most University Senate issues arise at the committee level and make their way to the floor of the Senate only after extensive discussion within the appropriate committee(s) and the SCC. However, the Student Senate often works on a less formal basis, with issues arising in the SSCC. In the past, a wide variety of issues have been discussed in the Student Senate, from the approval of a legislative lobbying strategy to resolutions on facilities management. In the future, we hope to make the SSCC and Student Senate more specifically student-oriented, while reserving our University-wide initiatives for the full SCC and the University Senate. Tuition, financial aid, student health care, student lobbying, work study, student housing, fees--these are the kinds of issues that should be brought -- at least initially -- to the Student Senate. But within a larger forum of the University Senate, it is at least as important to provide the student perspective on all-University issues such as educational policy, the biennial budget, libraries, etc. Any student Senator can arrange with the SSCC to have an issue brought to the Student Senate, or call for a suspension of the rules to add an item of new business to the agenda. A two-thirds majority approval by those members present and voting is required for this to pass. To ensure appropriate consultation, however, students are encouraged to work through the committee structure.

K. Results of Senate and Student Senate Actions

Issues may be introduced to the University Senate or Student Senate for information, discussion, and/or action. Action items call for a formal vote and the vote becomes part of the permanent record of the body. The Senate has authority to amend its bylaws or rules, but other actions approved by the Senate are formally transmitted by the Clerk of the Senate to the President for consideration and action. Policies approved by the Senate do not become University policy until they are approved by the President and, when appropriate, the Board of Regents. In recent years, most Senate policies have received the endorsement of the President and Regents and, thus, were implemented as University policy. The central administration has also come to regard the Senate as a policy bellwether and consults extensively with Senate committees.

II. SENATOR RESPONSIBILITIES

A. Senate

A senator's primary responsibility is the Senate. Senators must attend all Student Senate and University Senate meetings, and only one unexcused absence is allowed. In the event that you are unable to attend, Senate policy dictates that you find an alternate from your college, and notify the Senate Office of this alteration.

It is imperative that senators come prepared to debate the issues at the Senate meetings. The agendas are mailed to UMC, UMD, and UMM senators and are also posted on the Senate web site (<http://www.umn.edu/usenate>) approximately 10 days prior to the meetings. You have a responsibility to your constituency to be knowledgeable on the issues, to come to the meetings prepared to discuss and vote on the issues, and to report those actions back to your college boards and colleagues.

At the University Senate level, senators must remember that their primary duty is to 'represent the University as whole.' While working for the betterment of the University as a whole, it is important to bring the perspective of your constituency to the forefront and be prepared to share in the discussion.

B. Student Boards

It is also important for student senators to report back to their student constituents, which is most often done through the student college boards. Likewise, it is important to bring their perspectives with you as you participate in the Senate and committee discussions.

C. Senate Committees

Senators are encouraged to serve on a Senate (or Assembly) committee. The committee topics range from the libraries, educational policy, information technology, to disabilities issues. Also, on each campus, there are administrative advisory committees for the vice presidents, chancellors, and other senior academic officers, as well as committees for items specific to each campus. Committees are the work-horses of the senate and are vital for consultation and discussion of issues prior to those issues reaching the Senate.

D. Student Assemblies

The last major responsibility as a senator is the senator's respective student assembly. Senators are responsible for attending each meeting of his/her collegiate assembly and keeping him/herself aware of the issues discussed and the opinions presented. The student assemblies are an excellent source of issues that can eventually move to the Senate level, and senators should strive to serve as a link between the Senate and the student assemblies.

E. Student Constituencies

There are several student constituencies at the University of Minnesota, however there are only 5 that act in a capacity similar to a student government. The relationship between a senator and these 5 student constituencies varies depending on the campus. The constituencies are Crookston Student Association (CSA), Graduate and Professional Student Association (GAPSA) Minnesota Student Association (MSA, Twin Cities undergraduates), Morris Campus Student Association (MCSA), and UMD Student Association (UMDSA).

III. FREQUENTLY ASKED QUESTIONS

A. What if I can't make it to a Senate meeting? Who contacts the alternate?

If you are unable to attend a Senate meeting, contact the Senate Office, at 612-626-8743 or hipppe003@umn.edu. It is the senator's responsibility to find an alternate and pass on the appropriate materials and information to that person. Student senators may ask any student eligible to vote for senators in their collegiate unit to serve as an alternate. The Senate Office should also be provided with the alternate's name.

NOTE: Student senators forfeit membership by neglecting two meetings of the Senate. "Neglect" for Senate service means failing to attend a meeting (or providing an alternate), or failing to notify the Senate Office of your impending absence.

B. What if I can't make it to a Committee meeting?

Contact the chair or Senate staff person to notify them of your impending absence. A student member of a committee of the Senate forfeits membership by not attending two meetings of the committee. Senate policy does not provide alternates or proxy voting at meetings of Senate committee.

C. What is quorum? When is it required? Under which circumstances is a majority required?

A quorum is based on the Senate Constitution, a majority of its membership shall constitute a quorum (i.e. one-half, plus one, of all seated members). This number can change, based upon the membership numbers. A quorum is needed to conduct meetings and take action.

D. What are Discussion, Action, and Information items?

Discussion items are items that are up for debate, but are still in the formative stages. Oftentimes, committees will submit an item for discussion to gauge Senate opinion and to gather broader input before it is brought for action at a subsequent meeting.

Items that are brought for action will face a formal vote. In some instances, the vote on an action item is postponed pending further consultation and review.

Information items are used as simply information for the Senate. Information items usually involve resolutions that have been passed at the committee level and want to be presented to the Senate without requiring any action be taken.

E. Who is eligible to run for Student Senate offices? Who can participate on committees?

Any student senator is eligible to run for chair or vice chair of the Student Senate with certain exceptions. (See section I. G, Student Senate Officers, for more details.) A student is eligible to serve on Senate/Assembly committees so long as they are eligible to be a senator. Students do not need to be a senator to serve on committees. Nominations for committees must be made to the Student Committee on Committees and self-nominations are allowed. It is very highly recommended that all senators serve on a senate committee. See below for joining senate committees.

F. How do I join a Senate committee?

To join a committee, all you need to do is fill out a committee application, which will ask for your preferences and information about yourself. The application is available on the web at: <http://www1.umn.edu/usenate/conc/commdescription.html>. Any additional questions can be directed to Becky Hippert, (612) 626-8743 or conc@umn.edu.

G. How are agendas set, and how do I bring a topic to the agenda?

Refer to Section IV on 'General Advice'

H. What can I do to help the Student Senate function more effectively?

Refer to Section IV on 'General Advice.'

IV. GENERAL ADVICE TO SENATORS

A. Advance Preparation

A thorough reading of the Senate docket and attached materials is essential for responsible discussion on the Senate floor. Generally the material is distributed with ample time to consult at least one Senate constituent organization. A senator should expect to speak on the Senate floor and be prepared to assist in the discussion of vital issues. When discussing a new or unfamiliar topic, senators should **not** assume that a responsible discussion can be carried out by a fraction of the overall Senate population. Form your own considered opinions and be ready to vote.

B. Report to the Constituent Councils

Although most student assemblies do not require their Senators to give regular reports, it provides an excellent opportunity to keep in contact with constituents and to become aware of important issues which could be discussed at future Senate meetings. It is also advisable to keep in contact with the college board which you represent, and request to report Senate activities at their meetings. Use the enclosed form to fill in your contacts for both your student assembly and college board.

C. Help with Student Senate agendas by contacting the Student Senate chair or SSCC chair with items of interest

The Student Senate Consultative Committee relies on the assistance of all student senators in setting responsive and contemporary agendas. Many different issues are discussed at the Student Senate Consultative Committee meetings, and it is essential that these topics are brought to the attention of the Student Senate to allow advance preparation. Historically, many significant Senate issues have also originated in the assemblies. This represents a vital link in the Senate process. Senators should contact the SSCC Chair with agenda items at least one week prior to the meeting (Scott LeBlanc: lemurman2@hotmail.com).

D. External Communication

By following the many statewide and national organizations maintaining newsletters, email lists, and Internet information servers, student senators are able to keep up on topics facing their constituencies on a wider level. These issues can be discussed at Senate meetings, SSCC meetings, committee meetings, student assemblies and college board meetings. Additionally, items can be placed in newsletters or email lists to help inform constituents and fellow senators. As World Wide Web pages continue to be developed for student governance organizations, senators will find that this is an effective way of communicating with their colleagues with minimal effort.

E. Keep your eyes and ears open!

STUDENT SENATE CONSULTATIVE COMMITTEE CONTACT INFORMATION

Student Senate Liaison: Becky Hippert
University Senate Office
427 Morrill Hall
(612) 626-8743
e-mail: hippe003@umn.edu

Student Senate Chair: Dan Weiske
dweiske@umn.edu

Student Senate Vice Chair Charles Stech
stec0031@d.umn.edu

Student Senate Consultative Committee Members:

Chair:
Scott LeBlanc lemurman2@hotmail.com

Twin Cities Undergraduates:
Josh Colburn colb0013@umn.edu
Levi Kary kary0013@umn.edu
To be named

Twin Cities Graduate and Professional Student:
To be named

Morris Campus:
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Duluth Campus:
Sean Bell bell0276@d.umn.edu

Crookston Campus:
James Kantan kant0059@mail.crk.umn.edu

UNIVERSITY OF MINNESOTA
**2003-04 University Senate/
 Twin Cities Campus Assembly
 Meeting Schedule**

<u>MEETING DATE</u>	<u>TIME (CST)</u>	<u>LOCATION</u>
Thursday, October 2, 2003 (docket deadline: Sept. 18)	<u>11:30 a.m.-1:30 p.m.</u> Student Senate	TC - Theatre, Coffman Union UMC - 305 Selvig Hall UMD - Regents Room, Darland Admin Bldg UMM - Behmler Hall Conference Center
	<u>2:30-3:00 p.m.</u> University Senate, Faculty Senate, and TC Campus Assembly	
	<u>3:00-4:00 p.m.</u> President's State of the University Address	
	<u>4:15-5:15 p.m.</u> Reception	
Thursday, October 30, 2003 (docket deadline: Oct. 16)	<u>11:30 a.m.-1:30 p.m.</u> Student Senate	TC - 25 Mondale Hall UMC - 305 Selvig Hall UMD - Kirby Student Center Garden Room UMM - Behmler Hall Conference Rm
	<u>2:30-5:00 p.m.</u> University Senate, Faculty Senate, and Twin Cities Campus Assembly	
Thursday, December 4, 2003 (docket deadline: Nov. 20)	<u>11:30 a.m.-1:30 p.m.</u> Student Senate	TC - 25 Mondale Hall UMC - 305 Selvig Hall UMD - Kirby Student Center Garden Room UMM - Behmler Hall Conference Rm
	<u>2:30-5:00 p.m.</u> University Senate, Faculty Senate, and Twin Cities Campus Assembly	
Thursday, February 26, 2004 (docket deadline: Feb. 12)	<u>11:30 a.m.-1:30 p.m.</u> Student Senate	TC - 25 Mondale Hall UMC - 305 Selvig Hall UMD - Kirby Student Center Garden Room UMM - Behmler Hall Conference Rm
	<u>2:30-5:00 p.m.</u> University Senate, Faculty Senate, and Twin Cities Campus Assembly	
Thursday, March 25, 2004 (docket deadline: Mar. 11)	<u>11:30 a.m.-1:30 p.m.</u> Student Senate	TC - 25 Mondale Hall UMC - 305 Selvig Hall UMD - Kirby Student Center Garden Room UMM - Behmler Hall Conference Rm
	<u>2:30-5:00 p.m.</u> University Senate, Faculty Senate, and Twin Cities Campus Assembly	
Thursday, April 29, 2004 (docket deadline: April 15)	<u>11:30 a.m.-1:30 p.m.</u> Student Senate	TC - 25 Mondale Hall UMC - 305 Selvig Hall UMD - Kirby Student Center Garden Room UMM - Behmler Hall Conference Rm
	<u>2:30-5:00 p.m.</u> University Senate, Faculty Senate, and Twin Cities Campus Assembly	

UNIVERSITY SENATE

2003-2004

List compiled on: 9/24/2003

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Student Body President
235 Coffman Union
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Dan Hartman
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Kyle Rollness
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2 Ex Officio to be
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If you have any questions, please contact the University Senate Office at 625-9369

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Term: 03-04

Leah Woodstrom
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Term: 02-04

Thomas Zearley
Term: 03-04

If you have any questions, please contact the University Senate Office at 625-9369

UNIVERSITY/STUDENT CONSULTATIVE COMMITTEE

3 to be named

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If you have any questions, please contact the University Senate Office at 625-9369

Student Election Process

For Twin Cities Colleges

Each year the All-Campus Election Commission (ACEC) conducts elections in the spring to elect student senators for the following year. College boards, who are registered student organizations, may decide to have ACEC elect their senators or to hold election procedures themselves. College boards which traditionally used ACEC in previous years will be sent a letter asking whether they would like to continue with ACEC. If a college board decides not to use ACEC, the college board president should contact Aaron Asmundson (626-3534 or asmun001@umn.edu) to notify him of this decision. It is recommended that college boards use ACEC since the system is automated, matches students up with their respective college while conducting a campus wide election, safeguards against double voting, and conducts the election in an impartial manner.

If a college board decides to hold their own elections, then they should determine their own procedures for this process. They are also encouraged to use ACEC election guidelines.

If a college board decides to use ACEC, then they should convey this request. ACEC will then solicit applications for all vacancies within participating college boards, and notify the college board that this process has started. Once elections have been completed, participating college boards will again be notified of students elected to represent their college.

All Campuses

According to the University Senate Constitution, elections must be held between February 1 and April 30 of each year, with results reported to the University Senate (Becky Hippert) by May 5.

When seats are not filled through the All-Campus Elections, or seats become vacant during the year, it is the college board's responsibility to fill these vacancies. There are no set guidelines as to how to fill these vacancies, so it is up to each college board to develop their own application and election system. However, it has been the practice that ACEC will provide the college board, upon request, a list of candidates who ran and submitted their financial reports in the immediate past election. This is done so that college boards will have a list of potential candidates to fill these vacancies.

Once a person has been elected, their name, address, phone number, and e-mail address should be e-mailed to Becky Hippert at the Senate Office (hippe003@umn.edu) as well as the respective student assembly on the Twin Cities Campus (Minnesota Student Association [MSA - msaforum@umn.edu] or the Graduate and Professional Student Association [GAPSA - mjthomas@gapsa.stu.umn.edu]). This will allow the student to be placed on lists to receive all information relative to their duties as a senator.

When a student does not attend a Senate meeting, or notify the Senate Office of their absence, the student is sent a letter to inform them of the removal process. A copy of this letter is also sent to the respective college board office to notify them of the unexcused absence. If a student senator misses two Senate meetings without providing notification, they are removed by the Senate Office. At this point another letter is sent to the student, with a copy to the college board and student assembly office to notify each of the vacant seat.

If a college board and/or student assembly removes a student, this information should also be forwarded to Becky Hippert in the Senate Office.

SENATE AND ASSEMBLY RULES

- a.) The meeting room shall provide a clear and definite identification of the area reserved for senators; no non-senator (Except authorized alternate) shall have access to the Senate floor except with the explicit permission of the chair. There shall be a system for identifying senators (or authorized alternates) in order to permit their seating and appropriate voting.
- b.) At any regular or special meeting, a majority of the membership shall constitute a quorum.
- c.) In deliberations, priority of recognition shall ordinarily be given to senators (and chairs of committees) over non-senators.
- d.) If the chair of the Senate committee, standing or special, or, in his/her absence, a single member designated by him/her, is not a senator, such a chair of member shall be extended the committee or any activity of the Senate which pertains to the business of that committee. He/she may not vote, however.
- e.) Any member, upon being recognized by the chair, may yield time in debate to a non-member.
- f.) Senators and non-senators will be limited to a maximum of 3 minutes' time on each occasion they are recognized for participation in debate.

Interpretations and Understandings:

- 1.) The traditional practice of alternating speakers for and against a proposal will continue.
 - 2.) The traditional practice of not recognizing members who have already participated so long as there are would-be speakers who have not will also continue.
 - 3.) The usual rules of germaneness and decorum will apply both to senators and non-senators.
 - 4.) In the event a senator yields time in debate to a non-senator, both shall be considered to have participated in the debate.
- g.) The time limits as specified on the agenda will govern the maximum amount of time for debate of items for action. The limit may be extended for a specified length of time by a majority vote.

Interpretations and Understandings:

- 1.) The time limits set only a maximum time for debate; a call for the question is in order before the expiration of the time limit.
 - 2.) At the expiration of the maximum time for debate, the chair will put the question to a vote.
- h.) No amendment to a motion in the printed docket shall be in order unless it has been submitted to the chair of the committee making the motion and in writing to the clerk of the Senate at least 48 hours in advance of the meeting at which the motion is to be considered so that the amendment can be circulated at the beginning of each meeting. This rule may be suspended by majority vote.

Interpretations and Understandings:

Amendments to motions in the printed docket will be transmitted to coordinate campus senators before the beginning of the Senate meeting at which the motion is to be considered.

- i.) An item of new business presented at a meeting of the Senate by an individual member shall be referred to the Senate Consultative Committee for consideration and presentation at the next regular meeting of the Senate; but such an item of business may be considered and voted on at the meeting at which it is introduced by a two-thirds majority vote of the members of the Senate present and voting on a motion for immediate consideration (not debatable). An item on the agenda for information may be sent back to the committee reporting it, for presentation as an item for action at a later meeting, by a simple majority vote; it may be considered for action at the meeting at which it is reported for information by a two-thirds majority vote of the members of the Senate present and voting on a proposal for immediate consideration as an item for action.
- j.) The motion to table shall be debatable.
- k.) At each regular meeting, Questions to the President shall be an item on the agenda.

Interpretations and Understandings:

Questions shall be submitted in writing to the clerk eight calendar days before the meeting. The Consultative Committee shall review the questions. Because a limited time is allotted to answering questions, it may be necessary for the Committee to combine similar questions and to withhold others. The Committee will also be guided by the breadth of interest in the issue. All questions received, together with the names of the questioners, shall be distributed at the meeting. The Consultative Committee shall group questions by general topic and shall indicate those which have been forwarded for answers. The person answering a question may, if he/she chooses, entertain additional questions from the floor which extend the original question.

PRINCIPAL RULES GOVERNING MOTIONS

Order of precedence	Can Interrupt?	Requires second?	Debat-able?	Amend-able?	Vote required?	Applies to what other motions?
PRIVILEGED MOTIONS						
1. Adjourn	no	yes	no	no	majority	none
2. Recess	no	yes	yes ^r	yes ^r	majority	none
3. Questions of privilege	yes	no	no	no	none	none
SUBSIDIARY MOTIONS						
4. Postpone temporarily	no	yes	no	no	majority	main motion
5. Vote immediately	no	yes	no	no	2/3	debatable motions
6. Limit debate	no	yes	no	yes ^r	2/3	debatable motions
7. Postpone definitely	no	yes	yes ^r	yes ^r	majority	main motion
8. Refer to committee	no	yes	yes ^r	yes ^r	majority	main motion
9. Amend	no	yes	yes	yes	majority	rewordable motions
10. Postpone indefinitely	no	yes	yes	no	majority	main motion
MAIN MOTIONS						
11. a. The main motion	no	yes	yes	yes	majority	none
b. Specific main motions						
Reconsider	yes	yes	yes	no	majority	main motion
Rescind	no	yes	yes	no	majority	main motion
Resume consideration	no	yes	no	no	majority	main motion
No order of precedence						
Can Interrupt?	Requires second?	Debat-able?	Amend-able?	Vote required?	Applies to what other motions?	
INCIDENTAL MOTIONS						
a. Motions						
Appeal	yes	yes	yes	no	majority	decision of chair
Suspend rules	no	yes	no	no	2/3	none
Object to consideration	yes	yes	no	no	2/3 neg.	main motion
b. Requests						
Point of order	yes	no	no	no	none	any error
Parliamentary inquiry	yes	no	no	no	none	none
Withdraw a motion	yes	no	no	no	none	all motions
Division of question	no	no	no	no	none	main motion
Division of assembly	yes	no	no	no	none	indecisive vote

^r=restricted

Student Committee Members

2003-2004

List compiled on: 9/24/2003

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AHC Student Consultative Committee

1 to be named

Vet Med
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Committee on Committees

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Disabilities Issues Committee

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Information Technologies Committee

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Library Committee

4 to be named
03-04

President's Student Behavior Review Panel

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Research Committee

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SCEP/SCFP Classroom Advisory Subcommittee

4 to be named
TC only
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SCFP Capital Projects Subcommittee

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SCFP Subcommittee on Twin Cities Facilities and Support Services

2 to be named

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Senate Consultative Committee

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Student Academic Integrity Committee

5 to be named

TC Undergrad, Grad/Prof, UMC,

Student Affairs Committee

6 to be named

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Senate/Assembly Committee Descriptions

To learn more about the application process and to fill out an application, please [CLICK HERE](#)

The following are committees of the University Senate that examine issues affecting the Crookston, Duluth, Morris, and Twin Cities campuses. Faculty, academic professionals, and student representatives are appointed by the Committee on Committees. Civil Service members are appointed by the Civil Service Committee. Alumni members are nominated by the Alumni Association and appointed by the President. Members from all four campuses are eligible to serve on these committees.

ALL-UNIVERSITY HONORS (3 students, no more than 8 faculty, 2 P&A, 5 alumni) : Solicits, screens, and recommends candidates for University honors and approves names for building dedications. There is a significant amount of reading required before each meeting. The committee meets for two hours about 6 times per year.

DISABILITIES ISSUES (2 students, at least 7 faculty, 2 P&A, 2 civil service) : Establishes procedural and policy guidelines for physical access, academic programs and services for the disabled. Monitors and assists in their implementation. People with disabilities are especially encouraged to apply. The committee meets from 9:00-10:30 one Wednesday per month.

EDUCATIONAL POLICY (6 students, 12 faculty/P&A) : Makes recommendations concerning educational policy (e.g. grading, distance education, calendars, instruction, classrooms). The committee meets from 1:00-3:00 p.m. every other Wednesday and requires about an hour of advance reading per meeting.

EQUITY, ACCESS, AND DIVERSITY (at least 7 faculty, 2 P&A; 2 civil service; 6 students) : Provides for consultative participation on the full breadth of diversity and equal opportunity issues affecting faculty, students, and staff at the University of Minnesota. The committee meets from 2:30-4:00 p.m. one Thursday per month.

FACULTY AFFAIRS (2 students, at least 10 faculty, 2 P&A) : Discusses issues affecting the professional and personal welfare of the faculty including such matters as tenure, working conditions, health benefits, and retirement. Recommends changes in procedure and policy to the Faculty Senate. The committee meets from 2:15-4:00 p.m. every other Tuesday and requires about an hour of advance reading per meeting.

FINANCE AND PLANNING (4 students, 10 faculty, 2 P&A, 2 civil service) : Serves as a consulting body to the administration on budget, space and planning issues, including the biennial budget and capital requests. The committee meets from 2:30-4:15 p.m. every other Tuesday and often requires one hour of advance reading per meeting.

INFORMATION TECHNOLOGIES (3 students, 8 faculty, 4 P&A, 1 civil service) : Makes recommendations concerning University computing, telecommunications, and information systems. The committee meets from 10:00-11:30 one Tuesday per month.

JUDICIAL (at least 9 faculty) : Serves as the central judiciary body responsible for hearing cases involving denial of tenure and/or promotion and termination for cause. Panel members are required to attend 2 - 4 meetings per case. The committee meets from 3:00-5:00 p.m. one Thursday per month.

LIBRARY (4 students, 12 faculty/P&A) : Discusses library administration issues such as acquisitions, accessibility, and electronic services. The committee meets from 10:00-11:30 a.m. one Monday per month.

RESEARCH (3 students, 15 faculty, 2 P&A, 1 civil service) : Recommends policies dealing with research at the University, such as grants management, intellectual property, and funding issues. The committee meets from 1:15-3:00 p.m. every other Monday and requires about an hour of advanced reading per meeting.

SOCIAL CONCERNS (7 students, 7 faculty, 3 P&A, 3 alumni, 3 civil service) : Advises the administration on how it should respond to social problems, such as divesting from Total Oil and the ROTC's discriminatory policy toward gays and lesbians. It is concerned with the relationship between the University and the community as a whole. The committee meets from 2:30-4:00 p.m. one Monday per month.

STUDENT ACADEMIC INTEGRITY (5 students, 8 faculty/P&A) : Advises the Executive Vice President and Provost and the administrative officers responsible for education, outreach, and sanctions related to issues of academic integrity. The committee meets from 2:30-4:00 one Tuesday per month.

STUDENT AFFAIRS (9 students, 6 faculty/P&A, 1 alumni, 1 civil service) : Advises the administration on admission, registration, student health care and student organization issues. The committee meets from 3:30-5:00 p.m. one Wednesday per month.

The following are also committees of the University Senate.
Faculty representatives to the Committee on Committees are nominated by the Nominating Committee and voted upon by the Faculty Senate.
Faculty representatives to the Consultative Committee are nominated by the Nominating Committee and voted upon by all faculty.
Student representatives to both committees are elected or appointed by their student assemblies.
Faculty and students from all four campuses are eligible to serve.

COMMITTEE ON COMMITTEES (6 students, 13 faculty, 2 P&A) : Reviews and advises the Senate on the structure and functions of other committees. This committee also appoints members to all other Senate and Assembly committees. The students meet for a long meeting once a year and then on an as needed basis. The faculty/P&A meet monthly during fall semester and twice-monthly during spring semester.

SENATE CONSULTATIVE COMMITTEE (8 TC faculty, 1 faculty each from Crookston and Morris; For 02-03: 3 TC undergraduates, 2 graduates, 1 student from each coordinate campus, Student Senate Chair - elected, Student Senate Vice Chair - elected) : Steering committee for the University Senate which sets the meeting agenda; faculty and students also meet separately to consult with University administrators and discuss issues. The faculty and students meet separately from 1:30 - 3:00 p.m. and then together from 3:00 - 4:00 p.m. one Thursday a month and requires about an hour of advanced reading per meeting. The faculty also meet from 1:15 - 3:30 p.m. the other Thursdays of the month.

The following are committees of the Twin Cities Campus Assembly and deal exclusively with issues facing the Twin Cities campus.
Only members from the Twin Cities campus are eligible to serve.

ADVISORY COMMITTEE ON ATHLETICS (2 students, 2 student athletes, 7 faculty/P&A with at least 5 being tenured faculty members, 1 dean, 2 alumni, 1 civil service; all of which are appointed by the President) : Provides consultation and advice to the President, the senior administrator responsible for athletics, and the departments of intercollegiate athletics on policies and other major decisions. The committee meets from 8:00-9:30 every other Thursday.

NOMINATING (7 faculty, 2 academic professionals) : Identifies candidates for the Committee on Committees and for the Faculty Steering Committee and oversees elections to those two committees.

COUNCIL ON LIBERAL EDUCATION (1 undergraduate, 1 graduate, at least 10 faculty, 2 P&A) : Makes recommendations concerning the liberal education requirements for undergraduate students. The committee meets from 2:00-4:00 p.m. every other Monday.

STUDENT BEHAVIOR (at least 10 students, at least 9 faculty/P&A) : Acts as a hearing panel when students contest alleged violations of the Student Conduct Code. Members must become familiar with the University's Student Conduct Code and general hearing procedures. Members are likely to attend 2-3 hearings a semester, some of which can last several hours. Mandatory orientation session each fall.

FACULTY ACADEMIC OVERSIGHT COMMITTEE ON INTERCOLLEGIATE ATHLETICS (6 tenured faculty appointed by the Assembly Steering Committee) : Responsible for eligibility, compliance, and other issues relating to academic integrity of participants in athletics. Committee works closely with the Provost, who is in charge of academic counseling programs for athletes. The committee meets from 11:30 a.m.-1:00 p.m. one Thursday per month.

The following are committees of the Academic Health Center (AHC) and

**deal exclusively with issues facing the AHC.
Only members from the AHC are eligible to serve.**

ACADEMIC HEALTH CENTER FACULTY CONSULTATIVE*(8 faculty; with at least one from each college/school within the AHC)* : Serves as the executive committee of the AHC Faculty Assembly and the consulting body to the Senior VP for Health Sciences. The committee meets for two hours twice a month.

ACADEMIC HEALTH CENTER FINANCE AND PLANNING : Serves as the consulting body to the AHC Senior VP on budget, space, and planning. The committee meets from 4:30 - 6 every other Thursday.

ACADEMIC HEALTH CENTER STUDENT CONSULTATIVE COMMITTEE*(8 students; with at least one from each college/school within the AHC)* : Provides a link between students and administration, as well as between the various colleges within the AHC. Discusses JOML construction, classroom renovations, and the Legislative Request as they relate to the AHC. The committee meets one Wednesday per month form 5:00 - 6:00 p.m.

**The following are non-Senate/Assembly committees.
Only members from the Twin Cities campus are eligible to serve
on the President's Student Behavior Review Panel.
Members from all campuses are eligible to serve on the two Grievance Committees.**

PRESIDENT'S STUDENT BEHAVIOR REVIEW PANEL *(4 students, 3 faculty)* : Acts as the campus-wide appeal board for the Student Behavior Committee and collegiate hearing bodies. Members are likely to attend 1-2 appeal reviews each year.

UNIVERSITY GRIEVANCE ADVISORY COMMITTEE *(1 student, 1 faculty, 1 P&A, 1 civil service, Chair appointed by Senate Consultative Committee)* : Advises the President on the operation of the University Grievance Policy and the performance of the Grievance Officer. This committee meets once per semester.

UNIVERSITY GRIEVANCE BOARD *(at least 10 student employees, 5 faculty, 5 P&A, 5 civil service)* : Serves as a board of peer representatives able to serve on employment grievance hearing panels.

To learn more about the application process and to fill out an application, please [CLICK HERE](#)

COMMITTEE CHAIRS

2003-2004

List compiled on: 9/24/2003

Advisory Committee on Athletics

Arthur Erdman
Mechanical Engineering
307 Mech Eng Bldg
East Bank
agerdman@umn.edu
fax: 624-1398
625-8580

AHC SCC

Kim Canfield
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626-3018
874-7465

Council on Liberal Education

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Equity, Access, and Diversity

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Rhetoric
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624-2262

Faculty Committee on Committees

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625-5522

AHC Faculty Consultative

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All-University Honors

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Disabilities Issues

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Faculty Academic Oversight

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AHC Finance and Planning

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625-9731

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624-0092

Information Technologies

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625-0173

If you have any questions, please contact the University Senate Office at 625-9369

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SCFA Retirement Subcommittee

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625-5552

Senate/Faculty Consultative

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626-1626

Student Academic Integrity

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624-7477

Student Committee on Committees

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Library

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625-4898

SCEP Classroom Advisory

Kenneth Heller
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helle001@umn.edu
fax: 624-4578
624-7314

SCFP Capital Projects Subcommittee

David M. Brown
Lab Medicine & Pathology
13-128 Phillips-Wangensteen Bldg
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624-5409

Social Concerns

Margaret Kuchenreuther
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320-589-6335

Student Affairs

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Tenure

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Nominating

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SCEP ROTC Subcommittee

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625-0571

SCFP STCFSS

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624-3517

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UNIVERSITY OF MINNESOTA

BOARD OF REGENTS

PRESIDENT

UNIVERSITY SENATE
elected faculty/academic professional and student representatives from the TC, UMC, UMD, and UMM campuses

TWIN CITIES CAMPUS ASSEMBLY
the TC representatives of the University Senate serve as the Twin Cities Campus Assembly

FACULTY SENATE
faculty/aca prof reps of the University Senate

STUDENT SENATE
student representatives of the University Senate

FACULTY ASSEMBLY
faculty representatives of the TC Campus Assembly

MINNESOTA STUDENT ASSOCIATION/GRADUATE AND PROFESSIONAL STUDENT ASSEMBLY

FACULTY CONSULTATIVE COMMITTEE (FCC)
executive committee of the Faculty Senate - faculty reps of SCC

SENATE CONSULTATIVE COMMITTEE (SCC)
executive committee of the U Senate - elected faculty and students

STUDENT CONSULTATIVE COMMITTEE (SSCC)
executive committee of the Student Senate - student reps of SCC

FACULTY ASSEMBLY STEERING COMMITTEE
executive committee of the Faculty Assembly - faculty reps of ASC

ASSEMBLY STEERING COMMITTEE (ASC)
executive committee of the Assembly - TC members of SCC serve as ASC

STUDENT ASSEMBLY STEERING COMMITTEE
executive committee of the Student Assembly - student reps of ASC

Committees that report to the Faculty Senate through the FCC

- Faculty Affairs
- Judicial

Committees that report to the U Senate through the SCC

- All-University Honors
- Committee on Committees
- Disabilities Issues
- Educational Policy
- Equity, Access, and Diversity
- Finance & Planning
- Information Technologies
- Library
- Research
- Social Concerns
- Student Affairs
- Student Academic Integrity

Committees that report to the Assembly through the Faculty ASC

- Academic Health Center Faculty Consultative

Committees that report to the Assembly through the ASC

- Assembly Committee on Athletics
- Committee on Committees (TC members of Senate Committee on Committees)
- Council on Liberal Education
- Educational Policy (TC members of Senate Educational Policy Committee)
- Faculty Academic Oversight
- Nominating
- Student Behavior

Committees that report to the Assembly through the Student ASC

- Academic Health Center Student Consultative

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HOME PAGE](#)REGENTS MAILING ADDRESSES

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Chair**
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Minneapolis, MN 55455-2020

**Honorable Anthony Baraga,
Vice Chair**
Box 26
Side Lake, MN 55781

Honorable Clyde Allen, Jr.
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Moorhead, MN 56560

Honorable William Hogan II
4040 IDS Center
80 South 8th Street
Minneapolis, MN 55402

Honorable Peter Bell
Metropolitan Council
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St. Paul, MN 55101-1626

Honorable Richard McNamara
Activar, Inc.
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Minneapolis, MN 55439

Honorable Frank Berman
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Edina, MN 55435

Honorable Lakeesha Ransom
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Minneapolis, MN 55455

Honorable Dallas Bohnsack
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New Prague, MN 56071

Honorable Maureen Reed
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Stillwater, MN 55082

Honorable John Frobenius
U.S. Bank Place, Suite 410, Box 6
1015 West St. Germain
St. Cloud, MN 56301

Honorable Patricia Simmons
2505 Hillside Lane SW
Rochester, MN 55902-1150

A copy of all correspondence is appreciated by:

Ann D. Cieslak
Executive Director and Corporate Secretary
600 McNamara Alumni Center
200 Oak Street SE
University of Minnesota
Minneapolis, MN 55455-2020

**Questions about regent communications can be directed to the
Board Office (612) 625-6300**

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THE UNIVERSITY OF MINNESOTA BOARD OF REGENTS

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HOME PAGE](#)**STUDENT REPRESENTATIVES****Student Representatives to the Board of Regents
2003-2004**

Travis Amiot (UMD) (Vice Chair)
Educational Policy & Planning Committee
Finance and Operations Committee
 1507 Waverly Avenue
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Cameron Brauer (UMC)
Facilities Committee
 UMC Box 1065
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Joshua Colburn (MSA) (Vice Chair)
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Jacob Elo (MSA) (Chair)
Audit Committee
Faculty, Staff & Student Affairs Committee
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Johanna Farmer (UMM)
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Gina Jennissen (GAPSA)
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Andrew Sorsoleil (St. Paul)
Facilities Committee
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 (612) 716-8166
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UNIVERSITY OF MINNESOTA

Parliamentary Procedure

Author: Twyla Treanor, Edited for the Student Senate by Dan Weiske

Today's Goals

- Understand the basic parliamentary authority
- Understand the true spirit of an organization through officers, committees, and meeting structure
- Understand classifications and precedence of motions
- Demonstrate parliamentary law in a meeting



What is it?

Simple in Principle


- ◆ Common Sense
- ◆ Courtesy

Technical Vocabulary

- ◆ Debatable
 - ◆ Amendable
 - ◆ Majority
 - ◆ Germane
- 



The Purpose of Parliamentary Law

- To enable an assembly to transact business with speed and efficiency
 - To protect the rights of each individual
 - To preserve a spirit of harmony within the group
- 

■■■■ The Principles of Parliamentary Law

- Only one subject may claim the attention of the assembly at one time.
 - Each proposition presented for consideration is entitled to full and free debate.
 - Every member has rights equal to every other member.
 - The will of the majority must be carried out and the rights of the minority must be preserved.
 - The personality and desire of each member should be merged into the larger unit of the organization.
-
-

■■■■ Unwritten Duties of Members

- Attend meetings regularly
 - Participate in the proceedings and deliberations
 - Accept the final decision of the majority without animosity or violence
 - Obey the rules of the organization
-
-

How a Motion Progresses

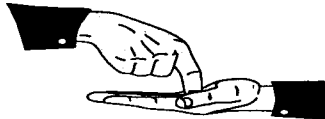
- A member rises and addresses the presiding officer.
 - ◆ "Mr./Madam Chair"
 - The member is recognized by the presiding officer.
 - ◆ Name or "Madam/Mr. Speaker"
 - The member proposes a motion.
 - ◆ "I move that . . ."
 - Another member seconds the motion.
 - ◆ "I second the motion."
-
-

How a Motion Progresses

- The presiding officer states the motion to the assembly.
 - ◆ "It has been moved and seconded that . . ."
 - The assembly discusses or debates the motion.
 - The presiding officer restates motion and takes the vote on the motion.
 - The presiding officer announces the result of the motion.
 - ◆ "The motion is approved/not approved."
-
-

Rules of Debate

- Every member is entitled to speak once for three minutes on a debatable motion.
- A member is also entitled to speak a second time on the same question unless other members who have not spoken on that question actually rise to claim the floor to speak.
- No one may speak a third time on any one subject.



Classifications of Motions

- Main Motions and Resolutions
- Privileged Motions
- Subsidiary Motions
- Incidental Motions
- Restoratory Motions



Main Motions

- *Motions which establish some main question before the organization for discussion and action.*
 - *Most items of business on the agenda are main motions*
 - *Majority vote is needed for approval*
-
-
-

Privileged Motion

- *Motions which have to do with matters of immediate and overriding importance, which without debate, should be allowed to interrupt consideration of anything.*
- ◆ *Adjourn - ends the meeting*
 - ◆ *Recess - allows for a break in the meeting*
 - ◆ *Raise to a Question of Privilege - permits the rights of the assembly to be considered*
-
-
-

Subsidiary Motions

- *Motions which are always applied to another motion, while it is pending to aid in treating or disposing it.*

- ◆ Lay on the Table - postpones action when an urgent item of business arises
- ◆ Previous Question - brings item to an immediate vote
- ◆ Limit or Extend Debate - permits debate to end at a set time or continue for a longer period
- ◆ Postpone to a Certain Time - postpones action on an item until a specific date or time
- ◆ Commit or Refer - sends item to a committee
- ◆ Amend - allows changes to an item
- ◆ Postpone Indefinitely - kills an item before the assembly

Incidental Motions

- *Motions which arise out of matters concerning business procedures or conduct.*

- ◆ Point of Order - member asks the chair for a ruling on/enforcement of the rules
- ◆ Appeal - assembly votes on the decision of the chair
- ◆ Parliamentary Inquiry - allows member to ask the chair about parliamentary procedure
- ◆ Point of Information - allows member to ask for information about the item being considered
- ◆ Suspend the Rules - allows assembly to do something that would otherwise violate its rules
- ◆ Division of a Question - divides one question into separate sections that are voted on individually
- ◆ Division of Assembly - forces assembly to take a counted vote

Restoratory Motions

- **Motions that bring a question again before the assembly.**
 - ◆ **Reconsider** - allows assembly to further consider an item that was already voted on
 - ◆ **Rescind** - cancels something previously adopted by the assembly
 - ◆ **Take from the Table** - allows assembly to consider an item that was postponed

The Right Motion

If you desire . . .

- **To Introduce a Subject to the Assembly**
 - ◆ **Make a Main Motion**
- **To Kill or Reject the Main Motion**
 - ◆ **Postpone Indefinitely**
- **To Change the Pending Motion**
 - ◆ **Amend**
- **To Defer Action**
 - ◆ **Postpone Definitely**
- **To Change the General Rules of Debate**
 - ◆ **Limit or Extend Debate**
- **To Stop Debate**
 - ◆ **Previous Question**
- **To Lay Aside the Question Temporarily**
 - ◆ **Lay on the Table**

The Right Motion

If you desire . . .

- To Secure a Privilege
 - ◆ Question of Privilege
- To Provide for an Intermission
 - ◆ Recess
- To Close the Meeting
 - ◆ Adjourn
- To Enforce the Rules
 - ◆ Point of Order
- To Reverse the Decision of the Chair
 - ◆ Appeal
- To Take a Counted Vote
 - ◆ Division of Assembly
- To Inquire About Parliamentary Question
 - ◆ Parliamentary Inquiry
- To Ask a Question on a Main Motion
 - ◆ Request Information

About the University Senate

- Student Senate Handbook
 - ◆ Meeting Schedule
 - ◆ Contact Information
 - ◆ Senate Committees
- Resources
 - ◆ Current & Former Members
 - ◆ University Senate Website: www.umn.edu/usenate

Senate rules

1. 3 min - walk to mic
2. Proxies - let Beely know
3. New 1/2 or unsubmitted amendments
 - suspend rules 2/3 vote

**CONCURRENT MEETING OF:
THE UNIVERSITY SENATE
THE FACULTY SENATE
THE TWIN CITIES CAMPUS ASSEMBLY**

THURSDAY, OCTOBER 2, 2003

2:30 - 4:00 P.M.

**Coffman Theatre--Twin Cities Campus
308 Selvig Hall/101 Dowell Hall--Crookston Campus
Kirby Student Center Garden Room/410 Library--Duluth Campus
Behmler Hall Conference Room/2950 Science Auditorium--Morris Campus**

This is a concurrent meeting of the University Senate, Faculty Senate, and Twin Cities Campus Assembly. There are 240 voting members of the University Senate, 188 voting members of the Faculty Senate, and 196 voting members of the Twin Cities Campus Assembly. A simple majority must be present for a quorum. Most actions require only a simple majority for approval. Actions requiring special majorities for approval are noted under each of those items.

**1. ANNOUNCEMENTS
(2 minutes)**

2. TRIBUTE TO DECEASED MEMBERS OF THE UNIVERSITY COMMUNITY

FACULTY/ACADEMIC PROFESSIONALS/STAFF

Josef Altholz
Professor
History
1933 – 2003

Walter J. Breckenridge
Professor
Bell Museum of Natural History
1903 – 2003

Frederick M. Chapman
Professor
Kinesiology
1923 – 2003

Miriam R. Cohn
Professor
Social Work
1922 – 2003

F. Faith Finnberg
Professor
General College
1913 – 2003

Delphie J. Fredlund
Professor
Public Health
1914 – 2003

Karen Gabler
Professor
Education – Duluth
1946 – 2003

Dimitra Giannuli
Professor
Social Sciences – Morris
1962 – 2003

G. Scott Giebink
Professor
Pediatrics
1944 – 2003

Wendell Glick
Professor
English – Duluth
1916 – 2003

Robert E. Hudec
Professor
Law
1934 – 2003

Mellor Holland
Professor and Associate Dean
School of Dentistry
1923 – 2003

Karlis Kaufmanis
Professor
Physics and Astronomy
1910 – 2003

B. J. Kennedy
Professor
Medicine
1921 – 2003

Roy V. Lund
Assistant Vice President
Facilities Management
1901 – 2003

Paul H. Monson
Academic Professional
Biology – Duluth

1925 – 2003

Jeralyn J. Plack
Professor
Kinesiology & Leisure Studies
1935 – 2002

Ross Smith
Professor
Concerts and Lectures
1915 – 2003

Darwin E. Zaske
Professor
Pharmacy
1949 – 2003

STUDENTS

Nicholas Diercks
School of Business and Economics – Duluth

Eric K. Jacobson
College of Liberal Arts

Bergmann W. Kroll
College of Continuing Education

Sylvia E. Miller
Graduate School

Kelly M. Schommer
College of Liberal Arts

Ryan Schuer
College of Education and Human Service Professions – Duluth

Douglas Siem
College of Agricultural, Food, and Environmental Sciences

Linda K. Sillanpa
Graduate School

Lucas M. Steffl
College of Science and Engineering – Duluth

3. ADMINISTRATIVE RESPONSES TO SENATE AND ASSEMBLY ACTIONS Information

University Senate

Amendment to the Standards for Semester Conversion

Approved by the: University Senate March 27, 2003
Approved by the: Administration June 26, 2003
Approved by the: Board of Regents - no action required

Student Conduct Code

Approved by the: University Senate March 27, 2003
Approved by the: Administration April 4, 2003
Approved by the: Board of Regents June 13, 2003

2006-07 Campus Calendars

Approved by the: University Senate April 25, 2003
Approved by the: Administration September 18, 2003
Approved by the: Board of Regents – no action required

Amendments to the Protocol for Senate Committee Involvement in Central Administrator Searches

Approved by the: University Senate April 25, 2003
Approved by the: Administration September 18, 2003
Approved by the: Board of Regents – no action required

Amendment to the Uniform Grading and Transcript Policy – Graduate School grading

Approved by the: Senate Consultative Committee May 1, 2003
Approved by the: Administration September 18, 2003
Approved by the: Board of Regents – no action required

Amendment to the Uniform Grading and Transcript Policy – no credit for F

Approved by the: Senate Consultative Committee May 11, 2003
Approved by the: Administration September 18, 2003
Approved by the: Board of Regents – no action required

Faculty Senate

Academic Unit Governance Policy

Approved by the: Faculty Senate February 20, 2003
Approved by the: Administration **PENDING (Response due date May 20, 2003)**
Approved by the: Board of Regents – no action required

Twin Cities Campus Assembly

Amendments to the Statement of Standard Undergraduate Academic Policies and Practices

Approved by the: Twin Cities Campus Assembly April 25, 2003
Approved by the: Administration September 18, 2003
Approved by the: Board of Regents – no action required

4. CLERK OF THE SENATE/ASSEMBLY REPORT Committee on Committees Election Results Information for the Faculty Senate

FOR INFORMATION:

In the recent election to fill Twin Cities vacancies on the Committee on Committees, Professors Subir Banerjee, Megan Gunnar, Cheryl Zimmerman were elected to three-year terms (July 1, 2003 through June 30, 2006).

**STUART GOLDSTEIN, CLERK
UNIVERSITY SENATE/
TWIN CITIES CAMPUS ASSEMBLY**

**5. CLERK OF THE SENATE/ASSEMBLY REPORT
Electronic Vote Results
Information for the University Senate**

FOR INFORMATION:

Following the April 24, 2003, University Senate/Twin Cities Campus Assembly meeting, an electronic vote was taken to pass two bylaw amendments. At the end of the three working day voting period, 146 votes in favor of, 2 votes opposed, and 2 abstentions to the amendments were received. The amendments needed 160 votes in favor, therefore these amendments were not approved.

**STUART GOLDSTEIN, CLERK
UNIVERSITY SENATE/
TWIN CITIES CAMPUS ASSEMBLY**

**6. FACULTY CONSULTATIVE COMMITTEE
Statement On Dinkytown Riots
Information for the Faculty Senate**

The members of the Faculty Consultative Committee share the indignation expressed by our colleagues on the Advisory Committee on Athletics against the outrageous behavior on and off campus following the April 12th NCAA Gopher men's hockey team victory, and we agree with the sentiments and views expressed in the Advisory Committee's statement.

The Faculty Consultative Committee has serious concerns about whether the University is able to prevent or prepare adequately for such disturbances. The Committee wishes to be assured that in the future more effective steps will be taken to protect students, faculty, and staff who may be working in campus buildings from harm or death as a result of arson or other violence, that the life and health of other individuals on or near the campus will not be at risk from such disturbances, and that University property is protected,.

The Committee also hopes that the consequences to students for participating in disturbances such as that of April 12 will be made clear and duly publicized. The administration must take decisive steps to warn students that they will be expelled from the University if convicted of participation in such disturbances. A mass e-mail sent to all students could prevent such disturbances from occurring in the future or greatly reduce participation at the very least.

In accordance with its grave concern over the recent riot, the Committee wishes to meet with Vice President Kathy O'Brien and Vice President Robert Jones to learn how the University intends to prevent the recurrence of such events.

**JUDITH MARTIN, CHAIR
FACULTY CONSULTATIVE COMMITTEE**

**7. SENATE CONSULTATIVE COMMITTEE
Action on Behalf of the University Senate**

Information for the University Senate

FOR INFORMATION:

On May 8, 2003, the Senate Consultative Committee acted on behalf of the University Senate and issued the following interpretation to a bylaw amendment that was approved by the University Senate on April 24, 2003:

The Senate Consultative Committee, in recommending the change in the bylaws regarding administrators serving on Senate committees, intended that individuals who are currently serving on Senate/Assembly committees, but who would be disqualified by the new bylaw provisions, will be allowed to serve out their current term.

The Senate Consultative Committee acts on behalf of the Senate in making this interpretation and will report the interpretation to the Senate at the first meeting of fall semester, 2003.

**JUDITH MARTIN, CHAIR
SENATE CONSULTATIVE COMMITTEE**

8. SENATE CONSULTATIVE COMMITTEE Action on Behalf of the University Senate Information for the University Senate

FOR INFORMATION:

On May 1, 2003, the Senate Consultative Committee acted on behalf of the University Senate and approved an amendment to the University Senate Rules, Article III, Section 2, regarding the ex officio membership on the Equity, Access, and Diversity Committee as follows (language to be added is underlined):

ARTICLE III. RULES FOR COMMITTEES OF THE UNIVERSITY SENATE

2. Ex Officio Members of Senate Committees

...

- Equity, Access, and Diversity--Office of the Executive Vice President and Provost (one from the Office of Equal Opportunity and Affirmative Action); Office for Campus Life (two representatives including one from the Office for Multicultural and Academic Affairs and the Director, Office of University Women)

...

**JUDITH MARTIN, CHAIR
SENATE CONSULTATIVE COMMITTEE**

9. SENATE CONSULTATIVE COMMITTEE Action on Behalf of the University Senate Information for the University Senate

FOR INFORMATION:

On May 1, 2003, the Senate Consultative Committee acted on behalf of the University Senate and approved two amendments to the Uniform Grading and Transcript Policy as follows (language to be deleted is ~~struck-out~~; language to be added is underlined):

UNIFORM GRADING AND TRANSCRIPT POLICY

...

II. PERMANENT GRADES FOR ACADEMIC WORK

1. **There are five permanent grades given for a single course for which credit shall be awarded**, which will be entered on a student's official transcript: A-B-C-D-F-S grades including pluses and minuses, as follows, and carry the indicated grade points. The S grade shall not carry grade points but the credits shall count toward the student's degree program if allowed by the college, campus, or program.

...

IV. OTHER PROVISIONS

1. A student may repeat a course once. When a student repeats a course, (a) both grades for the course shall appear on the official transcript, (b) the course credits may not be counted more than once toward degree and program requirements, and (c) only the last enrollment for the course shall count in the student's grade point average. The preceding sentence of this policy shall not apply to courses using the same number but where students study different content each term of enrollment; all such courses falling under this provision must be approved by the college. When students enrolled in the Graduate School repeat a course, provisions (a) and (b) apply but not (c); both grades for the course shall be counted in the student's grade point average.

...

**JUDITH MARTIN, CHAIR
SENATE CONSULTATIVE COMMITTEE**

**MOTION A
Consent Agenda
Action by All Bodies
(2 minutes)**

Agenda Items 10. through 12. are considered to be non-controversial or "housekeeping" in nature and are offered as a "Consent Agenda" to be taken up as a single item with one vote. Any item will be taken up separately at the request of a senator. (A simple majority is required for approval.)

10. MINUTES FOR APRIL 24, 2003

MOTION:

To approve the University Senate, Faculty Senate, and Twin Cities Campus Assembly minutes, which are available on the Web at the following URL. A simple majority is required for approval.

<http://www1.umn.edu/usenate/usen/020424sen.html>

**STUART GOLDSTEIN, CLERK
UNIVERSITY SENATE/
TWIN CITIES CAMPUS ASSEMBLY**

11. SENATE AND ASSEMBLY OFFICERS

The chairs of the University Senate, Faculty Senate, Student Senate, and Twin Cities Campus Assembly recommend the following officers for 2003-04:

Clerk – Professor Stuart Goldstein
Parliamentarian – Professor Guy Charles

**12. COMMITTEE ON COMMITTEES
2003-04 Committees of the University Senate, Faculty Senate,
and Twin Cities Campus Assembly**

University Senate committee memberships for 2003-04:

DISABILITIES ISSUES - Faculty: Harold Pickett (chair), Marilyn Bruin, Felicia Hodge, Elizabeth Lightfoot, Virgil Mathiowetz, Patrick McNamara, Ken Myers. **Academic Professionals:** Kathleen Ball, Harvey Carlson. **Civil Service:** Maureen McManus, Karen Nelson. **Students:** Carrie Bloss, Christopher Johnstone. **Ex Officio:** Bobbi Cordano, Julie Sweitzer.

EDUCATIONAL POLICY - Faculty/PA: Emily Hoover (chair), Wilbert Ahern, Dale Branton, Vernon Cardwell, Shawn Curley, Frank Kulacki, Marsha Odom, Martin Sampson, Karen Seashore, Mary Ellen Shaw, Mary Sue Simmons, Douglas Wangensteen, Joel Weinsheimer. **Students:** Gretchen Haas, Scott LeBlanc, Geoffrey Meisner, 3 to be named. **Ex Officio:** Victor Bloomfield, Craig Swan, 1 to be named.

EQUITY, ACCESS, AND DIVERSITY - Faculty: Mary Lay (chair), Eric Burgess, Carol Chomsky, Benjamin Clarke, Amy Kaminsky, Margaret Moss, Jeffrey Roberts, 2 to be named. **Academic Professionals:** Beverly Balos, 1 to be named. **Students:** Vanessa Bailey, Nena Fox, Chelsea Jean Helmer, 3 to be named. **Civil Service:** Rose Blixt, Don Cavalier. **Ex Officio:** Sallye McKee, Julie Sweitzer, Claire Walter-Marchetti.

FINANCE AND PLANNING - Faculty: Charles Campbell (chair), David Chapman, Joseph Konstan, Michael Korth, Timothy Nantell, Terry Roe, Warren Warwick, 3 to be named. **Academic Professionals:** Thomas Klein, Sue Van Voorhis. **Civil Service:** Stanley Bonnema, Susan Carlson Weinberg. **Students:** Brittany McCarthy-Barnes, Michael Frankosky, Yi Li, Rose Samuel. **Ex Officio:** Calvin Alexander, David M. Brown, Daniel Feeney, Kathleen O'Brien, Richard Pfutzenreuter, Charles Speaks, Thomas Stinton, Alfred Sullivan, Michael Volna.

INFORMATION TECHNOLOGIES – Academic Professionals: April Schwartz (chair), Mark Bellcourt, Josephine Crawford, Nancy Herther. **Faculty:** Yosef Cohen, David Demuth, Alan Ek, Lynda Ellis, Douglas Ernie, Greg Laden, Stuart Speedie, Jim Waddell. **Civil Service:** Jeff Johnson. **Students:** Mike Varian, 2 to be named. **Ex Officio:** Steve Cawley, Eric Celeste, Linda Jorn.

LIBRARY - Faculty/PA: Ray Wakefield (chair), John H. Anderson, Jill Barnum, David R. Brown, Elaine Challacombe, Robert Dexter, Isaac Fox, Lael Gatewood, Victoria Iwanij, William

Phillips, Leon Satkowski, Thomas Scanlan. **Students:** 4 to be named. **Ex Officio:** LeAnn Dean, Sue Engelmann, Joan Howland, Wendy Lougee, April Schwartz, Bill Sozansky, Owen Williams.

RESEARCH - Faculty: Gary Balas (chair), Kathleen Conklin, James Cotter, Christopher Cramer, Dan Dahlberg, Sharon Danes, J. Stephen Gantt, Paul Johnson, Katherine Klink, James Luby, James Orf, Maria Sera, Virginia Seybold, George Trachte, 1 to be named. **Academic Professionals:** Barbara Van Drasek, Jean Witson. **Civil Service:** Kathy Ensrud. **Students:** 3 to be named. **Ex Officio:** Victor Bloomfield, Robin Dittmann, David Hamilton, Phillip Larsen, Mark Paller, Thomas Schumacher, Charles Spetland, Michael Volna.

SOCIAL CONCERNS - Faculty: Margaret Kuchenreuther (chair), Thomas Augst, Robert Bliar, Susan Craddock, Kenneth Heller, Ben Senauer, Mani Subramani. **Academic Professionals:** Jennifer Oliphant, Ruth Taylor, 1 to be named. **Civil Service:** Michelle Dawson, Susan Von Bank, 1 to be named. **Alumni:** Roger Beck, Karen Holtmeier, Ravi Norman. **Students:** Kara Ferguson, Bobak Ha'Eri, Joel Helfrich, Brandi Linderman, Joseph Nowak, Brian Wachutka, Melissa Williams. **Ex Officio:** Greg Schooler, Julie Sweitzer, 1 to be named.

STUDENT ACADEMIC INTEGRITY - Faculty/PA: Ava Trent (chair), Dorothy Anderson, Mark Bellcourt, Shawn Curley, Marilyn Grave, Thomas McRoberts, Robert Pepin, 1 to be named. **Students:** 5 to be named. **Ex Officio:** Laura Coffin Koch, Tracy Smith.

STUDENT AFFAIRS - Faculty/PA: Adam VanWagner (chair), Jean-Marie Del-Santo, Yasemin Kaygisiz, Cheryl Meyers, Janet Schottel, 2 to be named. **Civil Service:** David Lenander. **Alumni:** 1 to be named. **Students:** Shawn Lavelle, Ryan Osero, 6 to be named. **Ex Officio:** Gerald Rinehart.

FOR INFORMATION:

ALL-UNIVERSITY HONORS - Faculty: Shirley Garner (chair), Vernon Cardwell, Lester Drewes, Sara Evans, Laura Gurak, Jooinn Lee, Bernard Selzler, Katherine Solomonson. **Academic Professionals:** Stacie Christen, Jean Kucera. **Alumni:** Jacqueline Byrd, Archie Givens, Judy Lebedoff, Brian Osberg, 1 to be named. **Students:** Judy Berning, Matt deWerff, 1 to be named. **Ex Officio:** Gerald Fischer, Virginia Hansen, Cheryl Jones, Elizabeth Wroblewski.

COMMITTEE ON COMMITTEES - Faculty: Catherine French (chair), Carl Adams, Subir Banerjee, Carol Chomsky, Anna Clark, Megan Gunnar, Kathryn Hanna, Dian Lopez, Sharon Neet, Richard Poppele, Deon Stuthman, Joel Weinsheimer, Cheryl Zimmerman, 1 to be named. **Academic Professionals:** Randy Croce, Lynne Schuman. **Students:** Matt Dewerff (chair), Josh Colburn, Adam VanWagner, Daniel Weiske, 3 to be named.

CONSULTATIVE - Faculty: Judith Martin (chair), Jean Bauer, Susan Brorson, Tom Clayton, Arthur Erdman, Daniel Feeney, Mary Jo Kane, Marvin Marshak, Jeff Ratliff-Crain, Martin Sampson. **Academic Professional:** Teresa Wallace. **Students:** Scott LeBlanc (chair), Sean Bell, Derek Brunsberg, Joshua Colburn, James Kanten, Levi Kary, Charles Stech, 2 to be named. **Ex Officio:** Charles Campbell, Gary L. Davis, Emily Hoover, Ryan Osero, Daniel Weiske, Carol Wells.

Faculty Senate committee memberships for 2003-04:

FACULTY AFFAIRS - Faculty: John Fossum (chair), Carole Bland, Terence Collins, A. Saari Csallany, Janet Erickson, Patricia Frazier, Richard Goldstein, Darwin Hendel, Dan Lim, Claudia Parliament, Wade Savage, Larry Wallace, Timothy Wiedmann, Aks Zaheer. **Academic Professionals:** Jessie Daniels, Kathleen Sellew. **Ex Officio:** F. Ron Akehurst, Carol Carrier,

Dann Chapman, Robert Jones, Theodor Litman, 1 to be named. **Students:** Charles Stech, 1 to be named.

JUDICIAL - Faculty: George Sheets (chair), David Biesboer, Patrick Brezonik, Philip Bromiley, Edward Cushing, Amos Deinard, Mary Dempsey, Bruce Downing, Jeanette Gundel, Patrick Hanna, Gordon Hirsch, Cynthia Jara, Diane Katsiaticas, Carol Klee, Alice Larson, Sanford Lipsky, Karin Musier-Forsyth, Sharon Neet, Phyllis Pirie, Michael Sadowsky, Tom Scott, Geoffrey Sirc, James Van Alstine, Ann Waltner.

FOR INFORMATION:

FACULTY CONSULTATIVE - Faculty: Judith Martin (chair), Jean Bauer, Susan Brorson, Tom Clayton, Arthur Erdman, Daniel Feeney, Mary Jo Kane, Marvin Marshak, Jeff Ratliff-Crain, Martin Sampson. **Ex Officio:** Gary Balas, Charles Campbell, Gary L. Davis, Daniel Feeney, John Fossum, Emily Hoover, Marc Jenkins, Fred Morrison, Martin Sampson, Carol Wells.

Twin Cities Campus Assembly committee memberships for 2003-04:

ADVISORY COMMITTEE ON ATHLETICS - Faculty/PA: Arthur Erdman (chair), Linda Brady, Terence Collins, Alex Johnson, Mary Jo Kane, Perry Leo, Laurie McLaughlin, Richard Weinberg. **Civil Service:** Duane Nelson. **Alumni:** Juanita Luis, Robert Mossefin. **Students:** Amanda Cipperly, Justin Isom, Alexandra Koch, Ryan Mann. **Ex Officio:** Carol Gruber, Frank Kara, Joel Maturi.

EDUCATIONAL POLICY - Faculty/PA: Emily Hoover (chair), Dale Branton, Vernon Cardwell, Shawn Curley, Frank Kulacki, Martin Sampson, Karen Seashore, Mary Ellen Shaw, Mary Sue Simmons, Douglas Wangenstein, Joel Weinsheimer. **Students:** Gretchen Haas, Scott LeBlanc, 3 to be named. **Ex Officio:** Victor Bloomfield, Craig Swan, 1 to be named.

FACULTY ACADEMIC OVERSIGHT ON INTERCOLLEGIATE ATHLETICS - Faculty: Perry Leo (chair), Linda Brady, Arthur Erdman, Jo-Ida Hansen, Laura Coffin Koch, Susan Mantell, Earl Scott, Cathrine Wambach, Richard Weinberg. **Ex Officio:** Carol Grubber, Frank Kara.

STUDENT BEHAVIOR - Faculty/PA: John S. Anderson (chair), Jane Carlstrom, Patricia Fillipi, Francis Harvey, Michael LuBrant, James Luby, Nikolaos Papanikolopoulos, Michael Rodriguez, Carol Shield, Eden Torres, Gretchen Zunkel. **Students:** Jessica Andrews, Carrie Bloss, Kristopher Hanson, Andrew Koch, Brandi Linderman, Wei-Fan Lo, Ryan Mann, Ryan Osero, at least 2 to be named. **Ex Officio:** Tracy Smith.

FOR INFORMATION:

ACADEMIC HEALTH CENTER FACULTY CONSULTATIVE - Faculty: Marc Jenkins (chair), Edward Combe, Michael Georgieff, Lois Heller, John Himes, Kathleen Krichbaum, Michael Murphy, Ronald Sawchuk. **Ex Officio:** Dan Feeney, 1 to be named.

ACADEMIC HEALTH CENTER STUDENT CONSULTATIVE - Student: Kim Canfield (chair), Leslie Carranza, Angela Feneis, Wesley Kurzewski, Tori-Thuy Le, Alisa Madson, Jeremy Olsen, David Renstrom, Kelly Schneider, Leah Van Gorp, Matthew Wiisanen, Christopher Zaun, 1 to be named.

COMMITTEE ON COMMITTEES - Faculty: Catherine French (chair), Carl Adams, Carol Chomsky, Kathryn Hanna, Richard Poppele, Deon Stuthman, Joel Weinsheimer. **Academic**

Professionals: Randy Croce, Lynne Schuman. **Students:** Matthew deWerff (chair), Josh Colburn, Adam VanWagner, Daniel Weiske, 3 to be named.

COUNCIL ON LIBERAL EDUCATION - Faculty: Richard McCormick (chair), Greg Anderson, John Dickey, Charles Fletcher, Amy Lee, Joyce Lyon, Lary May, Lisa Norling, Kathryn Sikkink, Michael Simmons, Vaughan Voller, Nevin Young. **Academic Professional:** Beverly Atkinson. **Students:** 2 to be named.

NOMINATING - Faculty: Patrice Morrow (chair), Charles Campbell, W. Andrew Collins, Jean Quam, Nelson Rhodus, W. Phillips Shively, Carol Wells. **Academic Professional:** Michael Darger, Mary Ellen Shaw.

STEERING - Faculty: Judith Martin (chair), Jean Bauer, Tom Clayton, Arthur Erdman, Daniel Feeney, Mary Jo Kane, Marvin Marshak, Martin Sampson. **Academic Professional:** Teresa Wallace. **Students:** Scott LeBlanc (chair), Joshua Colburn, Levi Kary, Charles Stech, 2 to be named. **Ex Officio:** Charles Campbell, Emily Hoover, Ryan Osero, Daniel Weiske.

**CATHERINE FRENCH, CHAIR
COMMITTEE ON COMMITTEES**

END OF MOTION A

**MOTION B
UNIVERSITY SENATE/TWIN CITIES CAMPUS ASSEMBLY
CONSTITUTION, BYLAWS, AND RULES AMENDMENTS
Action by All Bodies**

COMMENT:

Agenda Items 13. through 15. are offered as a one motion to be taken up as a single item with one vote. Any item will be taken up separately at the request of a senator. All items are being presented for the first time.

As an amendment to the Senate Constitution, a motion requires either a two-thirds majority of all voting members of the Senate (160) at one regular or special meeting, or a majority of all members of the Senate (121) at each of two meetings.

As an amendment to the Assembly Constitution, a motion requires either a two-thirds majority of all voting members of the Assembly (131) at one regular or special meeting, or a majority of all members of the Senate (99) at each of two meetings.

As an amendment to the Senate Bylaws, a motion requires either a majority of all voting members of the Senate (121) at one regular or special meeting, or a majority of all members of the Senate present and voting at each of two meetings.

As an amendment to the Assembly Bylaws, a motion requires either a majority of all voting members of the Assembly (99) at one regular or special meeting, or a majority of all members of the Assembly present and voting at each of two meetings.

As an amendment to the Senate/Assembly Rules, a motion requires a simple majority.

13. UNIVERSITY SENATE CONSTITUTION AMENDMENT
University Senate Members
Action by the University Senate

MOTION:

To amend Article III, Section 2 of the University Senate Constitution as follows (language to be deleted is ~~struck out~~; language to be added is underlined). This is the second meeting at which this motion is being presented.

ARTICLE III. UNIVERSITY SENATE

...

4. Election of University Senate Members

...

c. ~~Deans, vice presidents, chancellors, provosts, the University Librarian, and the General Counsel~~ No individual (whether faculty or academic administrative or professional) holding a University position carrying as any part of its title president, vice president, chancellor, provost, dean, executive director, counsel, attorney, or chief of staff shall be eligible for election to the Senate as members of the faculties under "a" hereof, nor may the University Librarian or anyone who is a dean. Individuals with less than a one-third time appointment as assistant or associate dean shall be eligible for election to the Senate as members of the faculty under "a" hereof. (Article III, Section 4a, shall not be construed to conflict with Article III, Section 1, which provides that the president of the University is a voting member of the Senate. The president is not an elected member of the Senate.)

...

COMMENT:

This and several subsequent motions are intended to align membership rules for the Senate/Assembly and their committees. At present the rules vary somewhat. These amendments basically provide that no central administrator or any dean may serve as a voting member of the Senate/Assembly or their committees. Assistant and associate deans with less than one-third-time appointments may serve as voting members/chairs of committees and as voting members of the Senate.

It is the view of the Consultative Committee that any individual who holds a central administrative position (vice president, provost, etc.) will be dealing with issues that can come before a committee and it is inappropriate that those with administrative responsibility also have voting rights on governance committees. This same logic applies to chancellors. Deans also have administrative authority that differentiates them from faculty, student, P&A, or civil service members of committees. On the other hand, faculty members serving as very part-time assistant or associate deans remain primarily faculty members and are unlikely to be dealing with institutional issues that come before these committees or the Senate, so they should not be barred from committee or Senate service.

JUDITH MARTIN, CHAIR
FACULTY CONSULTATIVE COMMITTEE

14. UNIVERSITY SENATE CONSTITUTIONAL AMENDMENT
Student Senate Chair
Action by the University Senate

MOTION:

To amend Article III, Section 6 of the University Senate Constitution as follows (language to be deleted is ~~struck out~~; language to be added is underlined). This is the second meeting at which this motion is being presented.

SENATE CONSTITUTION

ARTICLE III. UNIVERSITY SENATE

...

6. University Senate and Student Senate Officers

...

- b. The officers of the Student Senate shall be a chair and a vice chair.

The chair ~~and vice chair~~ shall be elected at a special spring semester session of the Student Senate attended only by student senators elected for the following year. The outgoing chair shall preside over the election. Non-senators and outgoing student senators may not be candidates for these positions. ~~The chair and vice chair shall not be from the same campus. In the event that no one is nominated for the vice chair position from a separate campus, the position will be open to all qualified members of the Student Senate.~~ Term of office shall be July 1 to June 30, and the person holding office is eligible for re-election. The duties of the chair are (1) to be the official spokesperson of the Student Senate and the Student Senate Consultative Committee; (2) to set the Student Senate agenda, to be approved by the Student Consultative Committee; (3) ~~to serve on the board of the Student Legislative Coalition, the University's student lobbying organization~~ to serve as chair of the Student Senate Consultative Committee; and (4) to serve as the University's representative on the Student Advisory Council; (5) to serve on one central University advisory committee and to delegate student members for other advisory committees.

The duties of the vice chair are (1) to assume the duties of the chair in the event of an absence or incapacity of the chair; (2) to assume responsibilities delegated by the chair; (3) to submit to the Senate Office an annual budget request for the Student Senate and Student Consultative Committee, to be approved by the Student Senate during its fall semester meeting; (4) to organize an annual orientation for members of the Student Senate; (5) to monitor Student Senate attendance and ensure that the Student Senate Handbook is updated and distributed; (6) to serve on a central advisory committee that is not attended by the Student Senate chair if there is more than one such committee active; (7) to serve as the vice chair of the Student Senate Consultative Committee.

...

COMMENT:

By consolidating the Student Senate Chair and the SSCC Chair, the Student Senate will be able to streamline their efforts. First, instead of having two leadership roles, administration, faculty, and students will be able to easily identify the one leadership voice of the Student Senate. Second, the Student Senate Vice Chair will be able to become a more prominent role in the Student Senate. Third, this structure is very similar to Faculty Senate structure, which has proven to be very efficient.

The biggest change in the responsibilities will be the number of meetings the new chair will have to preside over. Furthermore, this change will ensure that the Chair of SSCC is not tied to a student association and will be able to act in the best interest of the Student Senate. If passed, the SSCC will plan to evaluate this leadership decision by December of 2005.

It is proposed that this change take effect upon approval by the Board of Regents. If approved, the current Student Senate Chair will also assume the SSCC Chair position and the current SSCC Chair will remain as a student member of SSCC.

**SCOTT LEBLANC, CHAIR
STUDENT SENATE CONSULTATIVE COMMITTEE**

**15. TWIN CITIES CAMPUS ASSEMBLY BYLAWS AMENDMENT
Nominating Committee
Action by the Twin Cities Campus Assembly**

MOTION:

To amend Article III, Section 7 of the Twin Cities Campus Assembly Bylaws as follows (language to be deleted is ~~struck out~~; language to be added is underlined). This is the first meeting at which this motion is being presented.

7. NOMINATING COMMITTEE

...

Membership

The Nominating Committee shall consist of ~~seven~~ nine tenured or tenure-track faculty and two academic professional staff members. Both the faculty and the academic professional members shall serve for three-year terms. In case of a vacancy, the remaining members, by majority vote, shall fill the vacancy by interim appointment until the next general election.

...

COMMENT:

The Nominating Committee believes it would better be able to fulfill its responsibilities if it had slightly greater breadth in its membership. It is difficult for seven faculty, no matter how knowledgeable they are about the campus and the faculty, to be able to identify all the individuals who might appropriately be considered for service on the Faculty Consultative Committee and Committee on Committees. While it is also difficult for nine people to do so, two more faculty members would provide some additional breadth in its membership, so the Nominating Committee requests the Assembly to approve this enlargement of its membership.

The P&A members of the Nominating Committee do not recommend an increase in the P&A membership at this time.

**PATRICE MORROW, CHAIR
NOMINATING COMMITTEE**

END OF MOTION B

**16. SENATE/FACULTY CONSULTATIVE COMMITTEE REPORT
(5 minutes)**

**17. INTRODUCTION OF MEDICAL SCHOOL DEAN
(2 minutes)**

**18. STATE OF THE UNIVERSITY ADDRESS
(40 minutes)**

**19. QUESTIONS TO THE PRESIDENT
(20 minutes)**

20. OLD BUSINESS

21. NEW BUSINESS

22. ADJOURNMENT