

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

**THURSDAY, APRIL 29, 2004**

**2:30 - 5:00 P.M.**

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

This is a concurrent meeting of the University Senate, Faculty Senate, and Twin Cities Campus Assembly. There are 248 voting members of the University Senate, 190 voting members of the Faculty Senate, and 208 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. MINUTES FOR OCTOBER 2, OCTOBER 30,  
FEBRUARY 12, AND FEBRUARY 26  
Action  
(2 minutes)**

**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/031002sen.html>  
<http://www1.umn.edu/usenate/usen/031030sen.html>  
<http://www1.umn.edu/usenate/fsen/040212fac.html>  
<http://www1.umn.edu/usenate/usen/040226sen.html>

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

**3. TRIBUTE TO DECEASED MEMBERS OF THE UNIVERSITY COMMUNITY  
FACULTY/ACADEMIC PROFESSIONALS/STAFF**

William J. Boylan  
Professor  
Animal Science

1929 – 2004

Donald L. Clark  
Professor  
Computing Services & Systems  
1933 – 2004

John H. Ford  
Professor  
Southwest Experiment Station – Lamberton  
1928 – 2004

Seymour Geisser  
Professor  
Statistics  
1929 – 2004

Clinton T. Johnson  
Acting Vice President  
Finance  
1913 – 2004

Gilbert J. Mannering  
Professor  
Pharmacology  
1917 – 2004

Sharon O’Gorman  
Professor  
Minnesota Extension Services Tech NW  
1948 – 2004

Ruth R. Richards  
Professor  
Health, Physical Education & Recreation – Duluth  
1913 – 2004

Matt S. Walton  
Professor  
Geological Survey  
1915 – 2004

Joseph M. Wetzel  
Assistant Lab Director  
St. Anthony Falls Hydraulic Laboratory  
1928 – 2004

Howard Y. Williams  
Professor  
Education and Human Development  
1928 – 2004

## **STUDENTS**

Marc C. Hoffman  
Institute of Technology

Keith D. Ohlendorf  
College of Liberal Arts

Lukman L. Tardia  
Institute of Technology

#### **4. ADMINISTRATIVE RESPONSES TO SENATE AND ASSEMBLY ACTIONS Information**

##### **University Senate**

###### Grading Policy Interpretation

Presented to the: University Senate October 2, 2003

Approved by the: Administration PENDING, RESPONSE DUE JUNE 2004

Approved by the: Board of Regents - no action required

###### Recycled Paper Resolution

Approved by the: University Senate October 30, 2003

Approved by the: Administration - PENDING, RESPONSE DUE JUNE 2004

Approved by the: Board of Regents - no action required

###### Printer Resolution

Approved by the: University Senate October 30, 2003

Approved by the: Administration - PENDING, RESPONSE DUE JUNE 2004

Approved by the: Board of Regents - no action required

##### **Faculty Senate**

###### Coalition on Intercollegiate Athletics

Approved by the: Faculty Senate February 12, 2004

Approved by the: Administration - no action required

Approved by the: Board of Regents - no action required

##### **Twin Cities Campus Assembly**

###### Amendment to the Twin Cities Campus Assembly Supplemental Policy of the University Senate Policy on Classes, Schedules, and Final Examinations for the Twin Cities Campus

Approved by the: TCCA February 26, 2004

Approved by the: Administration PENDING, RESPONSE DUE JUNE 2004

Approved by the: Board of Regents - no action required

#### **5. FINANCE AND PLANNING COMMITTEE Statement on the Policy on Commercialization of Intellectual Property Information for the University Senate**

Policy on Commercialization of Intellectual Property  
February 4, 2004

The Senate Committee on Finance and Planning supports technology transfer and the commercialization of University intellectual property as an integral and appropriate part of the University's mission. The Committee also supports the idea behind the proposed Board of Regents' policy allowing the expenditure of University funds in furtherance of that part of the mission.

The Committee believes, however, that the current draft of the proposed policy requires careful revision, in part because it is focused too narrowly on only one model of supporting technology transfer, and offers to work with the administration to revise the policy and to promote this part of the University's mission.

Moreover, the Committee recognizes that the way in which the policy is implemented is critically important. A transparent process is needed to legitimize such expenditures and to ensure that University resources are allocated most effectively to further the University's mission, balancing technology transfer objectives with competing uses for the funds. The Committee asks the President and the Vice President for Research to work with this Committee and the Senate to develop appropriate administrative policies and procedures for implementation of the Regents' policy.

**CHARLES CAMPBELL, CHAIR  
FINANCE AND PLANNING COMMITTEE**

**6. EDUCATIONAL POLICY COMMITTEE  
Interpretation of the Residency Credit Requirements Policy  
Information for the University Senate**

**FOR INFORMATION:**

The Senate Committee on Educational Policy has issued the following Interpretation of the Residency Credits Requirements Policy as follows:

Interpretation by the Senate Committee on Educational Policy 3/24/04: The Undergraduate Residency Credit Requirements Policy, adopted 2001, supersedes the Statement of Standard Undergraduate Academic Policies and Practices (Twin Cities), adopted 1999.

**1. UNIVERSITY OF MINNESOTA, TWIN CITIES STATEMENT OF STANDARD UNDERGRADUATE ACADEMIC POLICIES AND PRACTICES (effective Fall Semester, 1999)**

In order to complete a degree at the University, a student must take a minimum of 30 semester credits offered through the University, including 24 credits taken after admission to the major or program and taken from the college offering the major or program.

**2. UNDERGRADUATE RESIDENCY CREDIT REQUIREMENTS POLICY**

**MINIMUM UNIVERSITY CREDITS FOR UNDERGRADUATE DEGREES**

Approved by the: University Senate April 19, 2001

Approved by the: Administration May 19, 2001

(1) To be eligible for a University of Minnesota undergraduate degree, a student must present at least 30 semester credits awarded by the University of Minnesota.

(2) These 30 credits must include at least 24 credits taken after declaration of or admission to the student's major or program, and these 24 credits must be taken from the college (in the case of the Twin Cities Campus) or campus (in the case of Morris and Crookston) offering the major or program. It is up to the college or campus to decide if "declaration of" or "admission to" is the appropriate description of how a student's major is determined.

(3) Of the last 30 credits earned prior to the award of a University degree, at least 15 credits must be awarded by the University of Minnesota.

A student's college or campus may waive the requirements in sections 2 and 3 above, but not section 1.

**COMMENT:**

It has been noted that the two existing policies are not the same. This Interpretation provides that the more recent policy is the one that the Committee and the Senate intended be in force.

NOTE: If not disapproved by the University Senate or the President, the language of the 1999 Twin Cities policy will be removed from the web and replaced with a link to the 2001 Senate policy.

**EMILY HOOVER, CHAIR  
EDUCATIONAL POLICY COMMITTEE**

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

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**MOTION A  
UNIVERSITY SENATE/TWIN CITIES  
CAMPUS ASSEMBLY RULES AMENDMENTS  
Action by All Bodies**

**COMMENT:**

Agenda Items 8. and 9. 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/Assembly Rules, a motion requires a simple majority.

**8. UNIVERSITY SENATE RULES AMENDMENT  
Ex Officio Members  
Action by the University Senate**

**MOTION:**

To amend Article III, Section 2 of the University Senate Rules as follows (language to be deleted is ~~struck out~~; language to be added is underlined).

**ARTICLE III. RULES FOR COMMITTEES OF THE UNIVERSITY SENATE**

## 2. Ex Officio Members of Senate Committees

~~Ex officio members shall be appointed from each of the offices listed below and are non-voting positions unless otherwise noted. Ex officio representation is accorded because of, or by virtue of, a specified office. An ex officio member has rights of full participation except voting privileges unless otherwise indicated. Ex officio administrative members shall be appointed from each of the offices as specified in the following provisions and shall have the authority to designate someone to attend meetings in their place. Committee chairs who serve ex officio on other committees may designate a representative from their committees to attend in their place. The University Senate vice chair may not designate an alternative representative to the Senate Consultative Committee.~~

~~- All-University Honors--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost; Office of the Vice President for University Relations (three representatives, including one from Alumni Relations and one from the University Development Office)

~~- Disabilities Issues--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (the University ADA coordinator); Office for Campus Life (one from the Office of the Senior Vice President for System Administration (Disability Services Office)

~~- Educational Policy--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (two representatives, including the Vice Provost for Undergraduate Education); Dean of the Graduate School

~~- Equity, Access, and Diversity--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for System Administration (four representatives, 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, one Director from the Office of University Women), and one from the Gay, Lesbian, Bisexual, Transgender Programs Office)~~

~~- Faculty Affairs--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost; representative of the University of Minnesota Retirees Association; Office of the Vice President for Human Resources (two representatives, including one from Employee Benefits); ~~Chair (or his/her designee) of the Academic Health Center Faculty Affairs Subcommittee; Chair of the Tenure Committee~~

~~- Faculty Consultative--Vice chair of the Faculty Senate (voting); Chairs of the Academic Health Center Faculty Consultative Committee (or his/her designee), Educational Policy, Faculty Affairs, Finance and Planning, and Research Committees (if a non-faculty member is appointed as chair of one of the four committees, then the faculty members of that committee shall elect from among themselves a representative); elected representative from the Duluth faculty eligible to vote in Senate elections; Faculty Legislative Liaison(s)~~

~~- Finance and Planning--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (one from Institutional Research and Reporting), one from the Office of Budget and Finance, — ; Office of the Vice President for Finance (two representatives, including one from the Controller's Organization); and one other designated by the Executive Vice President and Provost); Office of the Vice President for

University Services; Chair ~~(or his/her designee)~~ of the Academic Health Center Finance and Planning Subcommittee

- **Information Technologies** ~~Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (two representatives, including the chief information officer); University Librarian ~~(or his or her designee)~~, Twin Cities Campus; Chair ~~(or his or her designee)~~ of the Library Committee

- **Library** ~~Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost; University Librarian, Twin Cities campus; Director of Library Services, Crookston campus; Director of Libraries, Duluth campus; Library Director, Morris campus; Director of the Law Library, Twin Cities Campus; Chair ~~(or his or her designee)~~ of the Information Technologies Committee

- **Research** ~~Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (two representatives, including the Director of Agricultural Experiment Stations); ~~Office of the Treasurer~~ Vice President for Finance; Office of the Senior Vice President for Health Sciences; Vice President for Research; University Librarian ~~(or his or her designee)~~; Director of Compliance

- **Senate Consultative** ~~Vice chair of the University Senate (voting); Chairs of the Finance and Planning and Educational Policy Committees; elected representative from the Duluth faculty eligible to vote in Senate elections; Chair of the Student Senate~~

- **Social Concerns** ~~Office of the Vice President for Campus Life; Office of Budget and Finance the Vice President for Finance (Asset Management); Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (Office of Student Affairs); Office of the Senior Vice President for System Administration (the Office of Equal Employment Opportunity and Affirmative Action)

- **Student Academic Integrity** ~~Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (two representatives, including the Academic Integrity Officer)

- **Student Affairs** ~~Office of the Vice President for Campus Life~~ Office of Senior Vice President for Academic Affairs and Provost (from the Office of Student Affairs); Office of the Vice President for University Relations

- **Student Consultative** ~~Student Member of the Educational Policy Committee, Student Member of the Finance and Planning Committee, and Student Member of the Student Affairs Committee. (All are chosen at the discretion of the Student Senate Consultative Committee.)~~

- **Tenure** ~~Chair of the Committee on Faculty Affairs Committee; Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost; Office of the Vice President for Human Resources ...

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#### COMMENT:

The changes being proposed reflect changes in structure and title in central administration.

**JUDITH MARTIN, CHAIR  
SENATE CONSULTATIVE COMMITTEE**

**9. TWIN CITIES CAMPUS ASSEMBLY RULES AMENDMENT**  
**Ex Officio Members**  
**Action by the Twin Cities Campus Assembly**

**MOTION:**

To amend Article III, Section 2 of the Twin Cities Campus Assembly Rules as follows (language to be deleted is ~~struck out~~; language to be added is underlined).

**ARTICLE III. RULES FOR COMMITTEES OF THE ASSEMBLY**

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**2. Ex Officio members of Assembly Committees**

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- ~~Educational Policy--Office of the Executive Vice President and Provost~~ Office of the Senior Vice President for Academic Affairs and Provost (two representatives, including the Vice Provost for Undergraduate Education); Dean of the Graduate School

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- ~~Student Behavior--Office of the Executive Vice President and Provost~~ Senior Vice President for Academic Affairs and Provost (Director, Student Judicial Affairs)

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**COMMENT:**

The changes being proposed reflect changes in structure and title in central administration.

**JUDITH MARTIN, CHAIR**  
**ASSEMBLY STEERING COMMITTEE**

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**END OF MOTION A**

**10. EDUCATIONAL POLICY COMMITTEE**  
**2007-08 Duluth Calendar**  
**Information for the University Senate**

**Duluth 2007-08**

**Fall Semester 2007 (72 class days)**

September 3	Monday	Labor Day Holiday
September 4	Tuesday	Classes begin
November 22-23	Thurs.-Fri.	Thanksgiving holiday
December 14	Friday	Last day of instruction
December 15,17-20	Sat., Mon.-Thurs.	Final examinations
December 20	Thursday	End of the term



**Spring Semester 2008 (74 class days)**

January 21	Monday	MLK holiday
January 22	Tuesday	Classes begin
*March 4	Tuesday	Caucus night
March 17-21	Mon.-Fri.	Spring Break
May 9	Friday	Last day of instruction
May 12-16	Mon.-Fri.	Final examinations
May 16	Friday	End of the term

**May Session 2008 (13 class days)**

May 19	Monday	May session begins
May 26	Monday	Memorial Day holiday
June 6	Friday	Final examinations
June 6	Friday	End of May session

**Summer Session 2008 (38 class days)**

June 9	Monday	Classes begin
July 4	Friday	Independence Day holiday
August 1	Friday	Final examinations
August 1	Friday	End of summer term

**EMILY HOOVER, CHAIR  
EDUCATIONAL POLICY COMMITTEE**

**11. EDUCATIONAL POLICY COMMITTEE  
2007-08 Crookston, Morris, and Twin Cities Calendars  
Action  
(5 minutes)**

**MOTION:**

To approve the 2007-08 Crookston, Morris, and Twin Cities campus calendars.

**Crookston 2007-08**

**Fall Semester 2007 (75 class days)**

August 28	Tuesday	Classes begin
September 3	Monday	Labor Day holiday
October 12	Friday	In-service (no classes)
November 22-23	Thurs.-Fri.	Thanksgiving holiday
December 14	Friday	Last day of instruction
December 17-20	Mon-Thurs.	Final examinations
December 20	Thursday	End of the term

**Spring Semester 2008 (73 class days)**

January 7	Monday	Classes begin
January 21	Monday	MLK holiday
*March 4	Tuesday	Caucus night
March 17-21	Mon.-Fri.	Spring Break
March 28	Friday	Floating Holiday (no classes)
April 25	Friday	Last day of instruction
April 28	Monday	Study Day
Apr 29, 30, May 1, 2	Tues.-Fri.	Final examinations

May 2	Friday	End of the term
May 3	Saturday	Commencement

**May Session 2008 (15 class days)**

May 5	Monday	May session begins
May 23	Friday	May session ends

**Summer Session 2008 (39 class days)**

June 2	Monday	Classes begin
July 4	Friday	Independence Day holiday
July 25	Friday	8-wk summer session ends

**Morris 2007-08**

**Fall Semester 2007 (74 class days)**

August 27	Monday	Classes begin
September 3	Monday	Labor Day holiday
October 15-16	Mon.-Tues.	Fall Break (no classes)
November 22-23	Thurs.-Fri.	Thanksgiving holiday
December 13	Thursday	Last day of instruction
December 14	Friday	Study day
December 17-20	Mon.-Thurs.	Final examinations

**Spring Semester 2008 (74 class days)**

January 14	Monday	Class begins
January 21	Monday	MLK holiday
*March 4	Tuesday	Caucus night
March 10-14	Mon.-Fri.	Spring Break
May 2	Friday	Last day of instruction
May 5	Monday	Study Day
May 6-9	Tues.-Fri.	Final examinations
May 10	Saturday	Commencement

**May Session 2008 (14 class days)**

May 12	Monday	May session begins
May 26	Monday	Memorial Day holiday
May 30	Friday	May session ends

**Summer Session 2008**

May 19-June 20		Term 1 Summer session (24 class days)
May 26	Monday	Memorial Day holiday
June 23-July 25		Term 2 Summer session (24 class days)
July 4	Friday	Independence Day holiday
May 19-July 25		Term 3 Summer session (48 class days)
May 26	Monday	Memorial Day holiday
July 4	Friday	Independence Day holiday

**Twin Cities 2007-08**

**Fall Semester 2007 (70 class days)**

September 3	Monday	Labor Day holiday
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September 4	Tuesday	Classes begin
November 22-23	Thurs.-Fri.	Thanksgiving holiday
December 12	Wednesday	Last day of instruction
December 13, 16	Thursday & Sunday	Study Days
December 14,15,17-20	Fri., Sat., Mon.-Thurs.	Final examinations
December 20	Thursday	End of the term

**Spring Semester 2008 (74 class days)**

January 21	Monday	MLK holiday
January 22	Tuesday	Classes begin
*March 4	Tuesday	Caucus night
March 17-21	Mon.-Fri.	Spring Break
May 9	Friday	Last day of instruction
May 10-11	Sat.-Sun.	Study Days
May 12-17	Mon.-Sat.	Final examinations
May 17	Saturday	End of the term

**May Session 2008 (14 class days)**

May 27	Tuesday	May session begins
June 13	Friday	Last day of class

**Summer Session 2008 (39 class days)**

June 16	Monday	Classes begin
July 4	Friday	Independence Day holiday
August 8	Friday	8-wk summer session ends

**EMILY HOOVER, CHAIR  
EDUCATIONAL POLICY COMMITTEE**

**12. SENATE CONSULTATIVE COMMITTEE  
Amendments to the University Senate  
Action by the University Senate  
(30 minutes)**

**MOTION 1:**

That the structure of the University Senate should be changed to include representation from all academic professional and civil service staff.

**MOTION 2:**

To approve the revised Senate Constitution, Bylaws, and Rules, thereby eliminating the Twin Cities Campus Assembly as a separate structure, and distributing authority for future revisions to the Senate Constitution, Bylaws, and Rules to the body or bodies listed after each article or section. The revised Senate Constitution, Bylaws, and Rules will be mailed to all senators prior to the meeting.

**MOTION 3:**

That the structure of the University Senate should be changed to include 167 voting faculty, 60 voting students, 25 voting academic professionals, and 25 voting civil service members.

**13. PRESIDENT'S REPORT  
(10 minutes)**

**14. QUESTIONS TO THE PRESIDENT  
(10 minutes)**

Questions to the President should be submitted in writing to the University Senate office no later than Tuesday, April 27, 2004.

**15. REPORT OF THE NOMINATING COMMITTEE  
ASSEMBLY COMMITTEE ON COMMITTEES ELECTION  
Action by TC Faculty and Academic Professional Members  
(2 minutes)**

**MOTION:**

That the Twin Cities Campus Faculty Assembly confirm the reappointment of Professors Anna Clark and Gordon Hirsch for additional three year terms to fill two faculty vacancies on the Committee on Committees. A simple majority is required for approval.

**ANNA CLARK:** Professor of History, College of Liberal Arts. University Senate member: None. Senate/Assembly Committee participation (past and present): Committee on Committees, 2003-04.

**GORDON HIRSCH:** Professor Of English Language and Literature, College of Liberal Arts. University Senate member: 1997-99, 2000-01, 2002-03. Senate/Assembly Committee participation (past and present): Committee on Committees, 2003-04; Educational Policy, 1996-2001; Judicial, 2003-06.

**INFORMATION:**

The Twin Cities Campus Assembly Bylaws specify that the Nominating Committee may present the name of individuals, eligible for re-election, to the Assembly for confirmation of reappointment without another candidate on the ballot to fill the position.

**PATRICE MORROW, CHAIR  
NOMINATING COMMITTEE**

**16. REPORT OF THE NOMINATING COMMITTEE FOR THE  
ASSEMBLY COMMITTEE ON COMMITTEES ELECTION  
Action by TC Faculty and Academic Professional Members  
(2 minutes)**

**MOTION:**

That the Twin Cities Campus Faculty Assembly approve the following slate of nominees to fill three 2004-07 Twin Cities faculty vacancies and two 2004-07 academic professional vacancies on the Committee on Committees. A simple majority is required for approval. Once the slate is approved, a ballot will be distributed for voting.

ACADEMIC PROFESSIONALS (Vote for two of four)

**LISA DAU:** Counselor, Employee Assistance Program, Office of Human Resources. University Service: member for four years on the Council of Academic Professionals and Administrators (CAPA), a body which represents all P&A staff in the University's governance process; Alternate to this Council for two years; currently serving as an elected representative for the Office of Human Resources (OHR); member of CAPA's Communication Committee and has served on this Committee for four years.

Within OHR, Lisa served for a year on a committee that developed proposals for the creation of the WorkLife Initiative that is currently active within OHR. She currently serves on the WorkLife Consortium which consists of participants from many units and colleges at the University and this group facilitates information sharing, work/life web site development, and building partnerships among work/life-related program and service providers on campus.

Lisa is a new member on the Dispute Resolution Work Group. This group brings together existing dispute resolution providers within the University to share information regarding the types of conflicts that are arising, address transparency of services, improve and integrate dispute resolution services, provide concrete, facilitation, mediation or third-party neutral help in individual disputes where requested and provide guidance to the Grievance Advisory Committee.

**NAN KALKE:** Education Specialist, School of Social Work, College of Human Ecology. 1) As the College of Human Ecology (CHE) representative on the Council of Academic Professionals and Administrators (CAPA) from 2000 to 2003, I got to know many P&A colleagues throughout the University system, including the Morris, Rochester, Crookston and Duluth campuses. As the CAPA Benefits and Compensation Committee Chair I, along with committee members, took responsibility for identifying and recommending qualified P&A candidates for the newly formed Benefits Advisory Committee. This was a positive learning experience about what all is involved in the process of finding and selecting candidates for committee membership.

2) As a President's Emerging Leader in 2002-2003, my project was to make University governance committees aware of the University's 2002-2003 Work-Life Initiative. This project, among many other benefits, gave me the opportunity to meet other faculty, staff, student, and P&A colleagues.

3) I have a strong interest in serving the University community. I take this responsibility seriously in terms of attending meetings and participating in the between meeting work of the committee, and feel honored to be asked to submit my name in nomination.

**KYLA WAHLSTROM:** Director, Center for Applied Research and Educational Improvement (CAREI), College of Education and Human Development. University Service: CAPA (formerly ASAC) 1993-1999, Co-Chair 1998-99; Member, Bales Committee (for SCFA) on Academic Appointments, 1998-99; Member, Brandl Committee on Academic Appointments, 1999; Member, Crookston Campus Review Panel, 1999; Member, University Vice-President and Provost Search Committee, 2001; University Faculty Senator, 1997-2000, and 2003-2006; Senator, College of Education and Human Development, 1995-1998. Dr. Wahlstrom has been a Research Associate at the University since 1990.

## **1 TO BE NAMED**

### FACULTY (Vote for three of six)

**TIMOTHY EBNER:** Professor of Neuroscience, Medical School. University Senate member: 1995-98, 1999-2002. Senate/Assembly Committee participation (past and present): None.

**MARY JO KREITZER:** Associate Professor of Nursing, School of Nursing. University Senate member: None. Senate/Assembly Committee participation (past and present): None.

**OLIVER WILLIAMS:** Professor of Social Work, College of Human Ecology. University Senate member: 1994-97. Senate/Assembly Committee participation (past and present): Student Behavior 1995-98.

**DAVID BORN:** Professor of Preventive Sciences, School of Dentistry. University Senate member: 1985-88, 2000-02. Senate/Assembly Committee participation (past and present): Equity, Access, and Diversity, 2001 (Chair, 2001); Judicial, 1991-97, 1999-2001; President's Student Behavior Review Panel, 1999-2001 (Chair, 2000-01).

**JEFFREY KAHN:** Professor of Medicine, Medical School. University Senate member: None. Senate/Assembly Committee participation (past and present): Educational Policy, 1992-96.

**G. EDWARD SCHUH:** Professor of Applied Economics, HHH Institute of Public Affairs. University Senate member: 1982-85. Senate/Assembly Committee participation (past and present): All-University Honors, 1999-2002.

### **INFORMATION:**

The Twin Cities Campus Assembly Bylaws specify that the Assembly shall elect by written ballot at its spring semester meeting faculty and academic professional members to fill vacancies on the Assembly Committee on Committees from a slate of candidates provided by the Nominating Committee. Other candidates may be nominated by petition of 12 members of the Assembly. Petitions to nominate candidates not on the slate must be in the hands of the Clerk of the Assembly on the day before the meeting at which the election is to be conducted. The elected Twin Cities faculty/academic professional members of the committee whose term continue at least through 2004-05 are:

Carl Adams, Carlson School of Management  
Subir Banerjee, Institute of Technology  
Randy Croce, Carlson School of Management  
Catherine French, Institute of Technology  
Megan Gunnar, College of Education and Human Development  
Kathryn Hanna, College of Biological Sciences  
Deon Stuthman, College of Agricultural, Food, and Environmental Sciences  
Cheryl Zimmerman, College of Pharmacy

**PATRICE MORROW, CHAIR  
NOMINATING COMMITTEE**

### **17. FACULTY LEGISLATIVE LIAISONS Discussion by the Faculty Senate (10 minutes)**

### **18. BENEFITS ADVISORY COMMITTEE UPDATE Discussion by the Faculty Senate (10 minutes)**

### **19. OLD BUSINESS**

**MEETING OF THE STUDENT SENATE**

**THURSDAY, APRIL 29, 2004**

**11:30 A.M. - 1:30 P.M.**

**25 Mondale Hall--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 52 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. MINUTES FOR MARCH 25, 2004  
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/040325stu.html>

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

**3. STUDENT SENATE CONSULTATIVE COMMITTEE/STUDENT SENATE CHAIR  
REPORT  
(5 minutes)**

**4. STUDENT AFFAIRS COMMITTEE CHAIR REPORT  
(5 minutes)**

**5. ASSEMBLY/ASSOCIATION UPDATES  
(5 minutes)**

**6. FINAL REPORT OF THE ALCOHOL TASK FORCE  
(5 minutes)**

Report will be available at the meeting.

**7. UPDATE ON SENATE REORGANIZATION  
(5 minutes)**

Materials will be mailed to all senators prior to the meeting.

**8. RESOLUTION ON UNIVERSITY DINING SERVICES  
Action by the Twin Cities Student Senators  
(5 minutes)**

Resolution will be available prior to the meeting.

**9. PROCEDURES ON STUDENT SENATE STIPEND REVIEW  
Action  
(5 minutes)**

**MOTION:**

To approve the following procedure on Student Senate Stipend Review:

**STUDENT SENATE STIPEND REVIEW**

The Student Consultative Committee, less its stipend-receiving members, shall review the performance of duties of all stipend-receiving members and vote on the approval, reduction, or withholding of the portion of their stipends allocated for spring semester. A two-thirds affirmative vote by the Student Consultative Committee is required for modification of stipend disbursement.

The Student Consultative Committee recommendation shall be presented to the Student Senate for approval at or before the Student Senate's last regular meeting of spring semester. Stipend receiving persons have a right to answer questions about or speak regarding the Student Consultative Committee's findings at this meeting if they so chose. A two-thirds vote of the Student Senate is required to modify the Student Consultative Committee recommendation.

**COMMENT:**

The Student Consultative Committee discussed a stipend review proposal at its April 15 meeting, and is presenting this language for approval. The stipend review process will start with 2004-05 allocations.

**DAN WEISKE, CHAIR  
STUDENT CONSULTATIVE COMMITTEE**

**10. ELECTION OF 2004-05 STUDENT SENATE/  
STUDENT SENATE CONSULTATIVE COMMITTEE CHAIR  
Election by 2004-05 Senators Only  
(15 minutes)**

**11. ELECTION OF 2004-05 STUDENT SENATE/  
STUDENT SENATE CONSULTATIVE COMMITTEE VICE CHAIR**



**Election by 2004-05 Senators Only  
(15 minutes)**

**12. ELECTION OF 2004-05 TWIN CITIES UNDERGRADUATE  
COMMITTEE ON COMMITTEES MEMBERS  
Election by 2004-05 Twin Cities Undergraduate Senators Only  
(15 minutes)**

**13. OLD BUSINESS**

**14. NEW BUSINESS**

**15. ADJOURNMENT**

*University Senate*

*427 Morrill Hall  
100 Church Street S.E.  
Minneapolis, MN 55455*

*Office: 612-625-9369  
Fax: 612-626-1609  
E-mail: senate@umn.edu*

April 20, 2004

Dear Members of the Senate:

Enclosed please find a clean copy of the proposed revision to the Senate Constitution, Bylaws, and Rules that will be presented to the Senate for action at the April 29 meeting.

Please look these documents over with care. We do not plan on doing a line-by-line review at the Senate meeting but will instead provide a brief overview, similar to what I have presented to you in the past. There will be three motions presented: (1) to endorse the idea of adding P&A staff and civil service staff representation to the University Senate (but not the Faculty Senate or Student Senate); (2) to adopt the proposed Constitution, Bylaws, and Rules, and (3) to establish representation numbers. We have purposely left blank the numbers in the document in order that the Senate, if it wishes, can approve the changes but leave itself the option to debate the numbers further. I also append a sheet that provides the numbers the reorganization working group is recommending to you, based on the results of the straw poll that we distributed to you earlier.

**To facilitate the discussion on the Senate floor, if you have specific questions about the documents, please do not hesitate to contact me (feene001@umn.edu or 625-9731).** Please note that Senate Rules require amendments be submitted 48 hours in advance, although it is possible to suspend the rules by a 2/3 vote to consider amendments on the floor.

Anyone who wishes may review a marked-up copy of the documents. We have not distributed them because they are another 70 pages that have so much underlining and deleting in them that they have become very difficult to understand. They have been posted on the web at <http://www1.umn.edu/usenate/usen/revisions.html>.

Cordially,

Dan Feeney  
Past Chair, Faculty/Senate Consultative Committee  
chair, Senate reorganization working group

## Final Recommendations, Reorganization Working Group

<b>I. Senate of 277</b>	(Proposed)	(Current)
155 faculty plus 12 FCC faculty	167	194
50 students plus 10 SSCC students	60	68
23 P&A plus 2 SCC P&A	25	--
23 Civ Serv plus 2 SCC Civ Serv	25	--
 Total	 277	 262

Note: of the 10 SSCC students, 7 will be identified to serve on the Senate Consultative Committee

Faculty would have 60% of the seats in the University Senate; they currently have 74%

Students would have 22%; they currently have 26%

Only faculty may vote on tenure and Judicial Committee matters (as is the case at present)

Faculty: except as noted in IV., all colleges/campuses guaranteed a minimum of two senators

Students: all campuses guaranteed a minimum of two senators (but not colleges)

### **II. Senate/Faculty Consultative Committees**

Senate Consultative Committee	(Proposed)	(Current)
Faculty	12*	11**
Students	7	9
P&A	2	0
Civil Service	2	0

\* includes 2 ex officio voting (who will be faculty)

\*\* includes 1 ex officio voting (who can be either student or faculty, is currently faculty)

Faculty Consultative Committee remains as it is at present.

### **III. Primary/Secondary/Dual Reporting**

Primary reporting means the regular reporting line for the committee is to the executive/steering body of that Senate; normally actions/recommendations from a committee would follow its primary reporting line. Secondary reporting means that the secondary report body may at any time call for a report or recommendations from the committee or inquire about any action/recommendation the committee made through its primary reporting line. Finance and Planning is a dual primary report committee, to the Faculty Senate and the University Senate (the only committee with a dual primary report). In the case of a conflict in direction from the two Senates or Consultative Committees where a committee has a primary/secondary or dual primary reporting line, the Senate Consultative Committee shall resolve the matter.

### **IV. Representation of Smaller Colleges**

>20 eligible faculty/P&A:	guaranteed two representatives
10-19 eligible faculty/P&A:	guaranteed one representative
<10 eligible faculty/P&A:	individuals choose another unit to affiliate with

**Statement on Graduate Tuition Waivers  
Senate Committee on Finance and Planning**

The cost of tuition waivers for graduate assistants contributes to the already high fringe benefit rates for Graduate Assistants at the University of Minnesota. The University is now proposing a large increase in the tuition waiver rate for the coming fiscal year. The proposed increase to \$11.27 per hour from \$9.19 translates to a \$ 1,623 increase per academic year, almost 22%. On an academic year basis, the cost of combined fringe benefits, including health benefits and FICA costs, would therefore be charged at about 90% of the typical stipend rate.

The proposed increase poses an extreme hardship both for units that hire teaching assistants (TAs) and research assistants (RAs) and for faculty who hire RAs with extramural funds. With current budget limitations, departments may be forced to hire fewer TAs, which is likely to limit some course offerings. This could reduce undergraduate tuition revenues and impede graduation rates. Similarly, with fixed funding for RAships, programs can support fewer graduate students.

For faculty who hire RAs on grants, the situation is more complicated. The charging of tuition waivers against grants amounts to an internal transfer of funds from research accounts to teaching programs in a way that may not benefit research and graduate studies. Faced with a fixed budget, more faculty members will make the choice to hire a technician or post-doc who can be more productive than a graduate student for nearly the same cost. Moreover, it should be noted that for funding sources allowing maximum rates of indirect costs, the University already recovers ICR on stipends, an amount equaling \$9,700 for a \$20,000 stipend. Faculty resentment over the high cost of supporting students may affect retention of some of our most able researchers.

Graduate programs at the University of Minnesota already struggle to maintain the competitive assistantship rates necessary to attract top students. The proposed fringe benefit increase makes achieving competitive rates that much more difficult. We have seen evidence that this will lead to shrinking graduate programs, not only because it will be more difficult to recruit, but also because fewer assistantships will be made available. Therefore a graduate tuition rate hike will result in fewer graduate students, meaning fewer tuition dollars collected. Most importantly, diminishing program size and student quality will adversely affect the University's research standing.

The Senate Committee on Finance and Planning strongly suggests that the University of Minnesota should examine this issue very closely before an increase in tuition waiver costs is proposed to the Regents. Strong graduate programs are essential to a strong research university. Therefore, for the longer term, we advise that the University should examine alternative models for supporting the cost of graduate tuition.

Adopted unanimously April 22, 2004

**RESOLUTION REGARDING THE CONTRACT BETWEEN THE UNIVERSITY OF  
MINNESOTA AND THE RESEARCH CORPORATION**

WHEREAS, the University of Minnesota Board of Regents passed a resolution on October 11, 2002, to enter into a \$5 million contract with the Research Corporation of Tucson, Arizona; and

WHEREAS, the Board of Regents resolution stipulated that the "Recommendation of the contract is with the condition that the University of Arizona agree to establish a binding, independent, and fair grievance procedure that provides for fair, independent hearings and resolution of Apache complaints about access and their religious beliefs" (<http://www1.umn.edu/regents/minutes/2002/october/board.html>); and

WHEREAS, *The Eastern Arizona Courier* reported on April 18, 2004, that the San Carlos Tribal Council rejected a proposal to provide \$120,000 in scholarships from funds granted by the University of Arizona, the University of Virginia, and the University of Minnesota (copy of article attached); and

WHEREAS, according to the October 30, 2003, University of Minnesota, University Senate Minutes, President Bruininks encouraged "colleagues to talk with one another," regarding this issue;

NOW, THEREFORE, BE IT RESOLVED, that the University Senate requests a joint subcommittee of members from the University Senate's Research Committee and Social Concerns Committee to inquire and report to the full Senate Assembly by the second regularly scheduled meeting of the 2004-2005 calendar, on the following two issues:

- 1) How has the University of Arizona complied with the Board of Regents' stipulation regarding a fair grievance procedure that provides for fair, independent hearings and resolution of Apache complaints about access and their religious beliefs?
- 2) What are the concerns of the San Carlos Tribal Council regarding the \$120,000 scholarship fund and how should the University of Minnesota proceed in light of these concerns?

Respectfully submitted:  
April 27, 2004

Patrick J. McNamara  
Department of History  
CLA Senator

# San Carlos rejects UA proposal

By John Kamin, Assistant Editor

San Carlos Tribal Councilors rejected a proposal submitted by the University of Arizona on behalf of its partnership with the University of Minnesota and the University of Virginia.

The proposal offered the San Carlos Tribe \$120,000 in credits to programs including UA summer camps as compensation for the partnership's telescope projects atop Mount Graham. This occurred during Tuesday's special session for the San Carlos Apache Tribal Council.

The tribe joined the White Mountain Apache Tribal Council in opposition against the universities' telescopes, which led to protests throughout the last 15 years. The Apaches consider the mountain sacred and refer to it as Dzil Nchaa Si' An. The proposal was presented by UA Law Professors Robert Williams, Robert Hershey and UA Indian Law Clinic Coordinator Don Nichols.

Apache Elder and Chairwoman of the Apache Survival Coalition Ola Cassadore Davis referred to the proposal as "offering cash in exchange for our Apache religion and culture."

"You talk to us now, offering bribes of cash in exchange for letting go our defense of our Apache religion and culture: something like giving us a little ice cream to quiet us down," she said in the Apache language. "Money, like ice cream, does not last, but our mountain stands there for us and we must stand for our mountain. I would like to see if you all tell us the truth for once, and that the telescopes are to be stopped...They always lie to your face (the U of A). They are lying!"

The U of A has three telescopes atop Mount Graham. The latest telescope, the Large-Binocular Telescope (LBT), will be the world's strongest telescope once it is

completed. The LBT's first light is scheduled for this fall. :

The council's vice-chairman, Robert Howard, said he admires Davis' stand against the telescopes.

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Continued, Page 7A

## San Carlos:

He said, "As a more modern Apache, being the youngest of the group here, I am opening the doorways.

The people here are more culturally enriched and they have educated me on these issues. I rely on Ola Davis. The Mount Graham matter really bothered me." Councilor Myron Moses, who represents the reservation's Bylas District, said the U of A would have never considered making a proposal to the tribe if it weren't for the telescopes.

The board also discussed a controversial letter allegedly signed by Chairwoman Kathy Kitcheyan on Oct. 28, 2003.

The letter thanked the universities for working with members of the tribe.

The letter says, "Your support has permitted us to enhance resources in the areas of education, self-government and economic development."

Kitcheyan said, "In October of 2003, a letter was written and apparently given to me. I do not remember that this letter had been signed."

Council member Harding Burdette of the Peridot District said he wasn't pleased with the proposal before making a motion to reject it.

He said the U of A is "deceiving and full of lies" because they claimed to work with Tribal councilors.

**Statement on Course Numbering  
Assembly Committee on Educational Policy**

The Assembly Committee on Educational Policy has been made aware that there are a significant number of 5xxx courses on the Twin Cities campus that have undergraduate students as a majority in the class.

When the University changed from quarters to semesters, the following course-numbering system was adopted (this excerpt includes only the language concerning 4xxx and 5xxx courses):

**4xxx** Courses primarily for undergraduate students in their fourth year of study; graduate students may enroll in such courses for degree credit.

**Note: Use of 4xxx Courses in Graduate Programs**

- 4xxx courses can be counted for a Graduate School degree. However, no 4xxx course can be counted for a Graduate School degree unless it is taught by a member of the graduate faculty or an individual appointed to Limited Teaching Status (LTS). Also, a graduate program may restrict the use of 4xxx courses in the program (e.g., by stipulating that no more than y credits of 4xxx courses may be counted or by stipulating that only certain 4xxx courses may be counted). Such restrictions may be applied both for 4xxx courses in the major field and for 4xxx courses outside the major field. These are matters left to the discretion of each graduate program.
- **5xxx** Courses primarily for graduate students; undergraduate students in their third or fourth year may enroll in such courses.

**The Committee, after deliberation, reached several conclusions.**

1. In general, graduate courses and undergraduate courses ideally should be kept separate. Graduate courses that have a significant number of undergraduates can dilute the quality of graduate education. Some who have been offered graduate fellowships at the University have turned them down in part because the individuals were told that there are too many undergraduates in graduate courses. At the same time, some undergraduates who enroll in graduate courses have complained that the courses are too difficult.
2. It is not clear now what process was used to develop the course-numbering system that was adopted. There was consultation with this Committee, and a recommendation that the course-numbering system be brought to the Senate for action, and then a Committee decision that it should not be brought to the Senate. The Committee does not now take a position on whether the course-numbering system be brought to the Senate for action, thus making it Senate policy, but will consider the question at a future meeting.

3. It agrees with the Council of Undergraduate Deans that freshmen and sophomores should not be allowed to enroll in 5xxx courses without the consent of the instructor. (The current language appears not to allow freshmen and sophomores to enroll in 5xxx courses, period. We believe allowing enrollment with the consent of the instructor is acceptable.)
4. The Committee inquires if the policy should be revised so that no undergraduate student is permitted to enroll in a 5xxx course without the consent of the instructor. The Committee recognizes that there are prodigies who should be allowed to enroll in advanced courses and that there are students who, as seniors, might complete all the courses in a particular area and thus be prepared for a first-year graduate course. If the instructor believes the student is ready, he or she may allow an undergraduate into a 5xxx course.
5. The Provost should remind colleges of the proper use of 5xxx courses. The Committee suggests the Provost send a letter to the deans asking the colleges to review their course numbers and enrollments. The Committee suggests as a possible guideline that, over time, no more than 25% of the students in a course should be undergraduates if the course carries a 5xxx number. The Committee asks that it be provided additional information from the colleges.
6. The class schedule should include language or other formatting to make it clear to undergraduate students that 5xxx courses are for graduate students. Other venues can be used to convey the same message (e.g., orientation).
7. The Committee suggests consideration be given, after an appropriate policy decision has been made, to changing the registration system so that undergraduate students would be required to obtain instructor consent, if that is deemed desirable after subsequent deliberations.
8. Graduate programs should continue to make it clear that, under certain circumstances, graduate students may enroll in 4xxx courses for graduate credit.

Adopted unanimously April, 2004



Information for the University Senate

**Statement about the University Libraries  
Faculty Consultative Committee**

The Committee views with alarm the trends in overall financial support for the University Libraries. A strong library is necessary for the teaching and research functions of a strong University. The present allocations for collections do not support a strong library.

The Committee believes that unless the Libraries receive better support for acquisitions, quality will continue to decline and the corresponding impact on teaching and research will affect the University's ability to carry out its mission. The obvious downward trends in the measures of the Libraries' relative standing in comparison to its peers reinforce this concern.

The Committee urges that more substantial support can be found for the upcoming year and hopes that in future years a new budget structure at the University will make it possible to restore the libraries to their position as a national leader.

Adopted without dissent April, 2004

Substitute motion for Academic Professionals elections, April 29, 2004, Senate agenda, Item 16, Assembly Committee on Committee Elections

**ACADEMIC PROFESSIONALS (Vote for two of four)**

**LISA DAU:** Counselor, Employee Assistance Program, Office of Human Resources. University Service: member for four years on the Council of Academic Professionals and Administrators (CAPA), a body which represents all P&A staff in the University's governance process; Alternate to this Council for two years; currently serving as an elected representative for the Office of Human Resources (OHR); member of CAPA's Communication Committee and has served on this Committee for four years.

Within OHR, Lisa served for a year on a committee that developed proposals for the creation of the WorkLife Initiative that is currently active within OHR. She currently serves on the WorkLife Consortium which consists of participants from many units and colleges at the University and this group facilitates information sharing, work/life web site development, and building partnerships among work/life-related program and service providers on campus.

Lisa is a new member on the Dispute Resolution Work Group. This group brings together existing dispute resolution providers within the University to share information regarding the types of conflicts that are arising, address transparency of services, improve and integrate dispute resolution services, provide concrete, facilitation, mediation or third-party neutral help in individual disputes where requested and provide guidance to the Grievance Advisory Committee.

**NAN KALKE:** Education Specialist, School of Social Work, College of Human Ecology. 1) As the College of Human Ecology (CHE) representative on the Council of Academic Professionals and Administrators (CAPA) from 2000 to 2003, I got to know many P&A colleagues throughout the University system, including the Morris, Rochester, Crookston and Duluth campuses. As the CAPA Benefits and Compensation Committee Chair I, along with committee members, took responsibility for identifying and recommending qualified P&A candidates for the newly formed Benefits Advisory Committee. This was a positive learning experience about what all is involved in the process of finding and selecting candidates for committee membership. 2) As a President's Emerging Leader in 2002-2003, my project was to make University governance committees aware of the University's 2002-2003 Work-Life Initiative. This project, among many other benefits, gave me the opportunity to meet other faculty, staff, student, and P&A colleagues. 3) I have a strong interest in serving the University community. I take this responsibility seriously in terms of attending meetings and participating in the between meeting work of the committee, and feel honored to be asked to submit my name in nomination.

**KYLA WAHLSTROM:** Director, Center for Applied Research and Educational Improvement (CAREI), College of Education and Human Development. University Service: CAPA (formerly ASAC) 1993-1999, Co-Chair 1998-99; Member, Bales Committee (for SCFA) on Academic Appointments, 1998-99; Member, Brandl Committee on Academic Appointments, 1999; Member, Crookston Campus Review Panel, 1999; Member, University Vice-President and Provost Search Committee, 2001; University Faculty Senator, 1997-2000, and 2003-2006; Senator, College of Education and Human Development, 1995-1998. Dr. Wahlstrom has been a Research Associate at the University since 1990.

**LORI-ANNE WILLIAMS:** Director, Communications, Office of the Vice President for University Services. Since I began work at the University of Minnesota, I have had the opportunity to provide service in a number of ways. In my first year, I became part of the Council of Academic Professionals and Administrators (CAPA, formerly ASAC), and continue to serve on their Communications Committee. Each month, I make a short presentation to new Professional and Administrative employees about the P&A class and University governance. I represented General College on the Council of Research Associate Deans (CRAD) for 3 years, and founded the Grant Writers Group on campus. Currently, I serve on the Master Planning Working Group and the Grassroots Committee. I have had the good fortune to serve on number of search committees, including the Presidential Search Advisory Committee in 2002. This year, as coordinator of Beautiful U Day, I expanded the planning committee to include students, staff and faculty from across the Twin Cities campus, resulting in over 250 volunteers representing nearly every unit. Thank you for the opportunity to be considered for service on the Committee on Committees.

**Position Statement**  
**Submitted: February 22, 2004**  
**Authors: Vice-President May, Liaison Wendt, Representative Porter,**  
**Liaison Fernando, and Liaison Jahnke**

Concerning: Residence Hall Students' Sentiment on University Dining Services

Whereas Student satisfaction with the current dining services and meal plans has remained at a low level over the past several years; and

Whereas The agreement between the University and Aramark Corporation has not been as beneficial as either party had hoped; and

Whereas Many universities have found more effective and efficient ways to operate dining services while maintaining high student satisfaction; and

Whereas Most Big Ten schools have in-house dining systems; and

Whereas Residence hall students would like the freedom to use meal plan "swipes" at campus dining locations outside the residence halls and the freedom to carry over meals from week to week, and semester to semester; and

Whereas Many student organizations- including the Minnesota Student Association and the Residence Hall Association- have voiced major concerns over the lack of residence hall student influence in the meal plans they are forced to buy into; therefore; be it

Decided That the Minnesota Student Association suggest that the University re-evaluate the current agreement with Aramark Corporation and other parties involved; and be it further

Decided That the Minnesota Student Association recommend that the university develop a system for dining services in which all customers pay from one centralized pool of money, thereby giving residence hall students the freedom to spend their 'swipes' anywhere on campus and reducing costs for everyone by consolidating dining services into one system, as opposed to two mostly separate systems; and be it further

Decided That the Minnesota Student Association recommend that the University investigate other possible arrangements for on-campus dining services, including the possibility of reverting back to an in-house dining system, or re-organizing the agreement with Aramark Corporation to better serve students.

The following amendment has been accepted as a friendly amendment to the Senate Constitution

**RESOLUTION REGARDING UNIVERSITY SENATE CONSTITUTION:  
ARTICLE IX. JURISDICTIONAL QUESTIONS. SECTION 2.**

WHEREAS, University Senate Constitution, Article IX. Jurisdictional Questions, Section 2. Controversies Between the University Senate and Institutes, Colleges, and Schools states: "Controversies arising between the University, Faculty, or Student Senate or any of their committees and a campus, institute, college, or school government or other division of the University shall be resolved by the president, after conference with representatives of the appropriate Senate of the units in question," and

WHEREAS, the intent and scope of University Senate Constitution, Article IX. Jurisdictional Questions, Section 2. should be clearly defined; and

WHEREAS, the present language of Article IX, Section 2 does not define "controversies"; and

WHEREAS, the Duties and Responsibilities of the University Senate Social Concerns Committee include: "b. To initiate on a regular basis campus for a on current controversial issues," and

WHEREAS, the Faculty Consultative Committee discussed the ambiguity and uncertainty surrounding Article IX, Section 2 in their March 4, 2004, meeting;

NOW, THEREFORE, BE IT RESOLVED, that the following sentence be amended to Article IX, Section 2: "Controversies between University Senate Committees are not subject to Article IX. Jurisdictional Questions."

Respectfully submitted:

April 27, 2004  
Patrick J. McNamara  
Department of History  
CLA Senator

4/19/04

1 UNIVERSITY SENATE CONSTITUTION

2  
3 **ARTICLE I. GENERAL POWERS DELEGATED BY THE BOARD OF REGENTS**  
4 **(Changes to this article are subject to vote by the Faculty Senate and the University Senate)**  
5

6 Consistent with actions and policies by the regents of the University of Minnesota, all matters  
7 relating to the educational and administrative affairs of the University are herein committed to  
8 the president, the Faculty Senate, the University Senate, and the several faculties.  
9

10 **ARTICLE II. PRESIDENT OF THE UNIVERSITY--POSITION AND AUTHORITY**  
11 **(Changes to this article are subject to vote only by the Faculty Senate and the University**  
12 **Senate)**  
13

14 The president of the University shall be the representative to external constituencies of the  
15 regents, the University Senate, the Faculty Senate, the faculties, and the students, and shall be the  
16 chief executive officer of the University. The president shall have general administrative  
17 authority over University affairs. The president may suspend action taken by any senate, council,  
18 committee, campus assembly, college faculty, or student constituency and ask for a  
19 reconsideration of such action. If the president and a senate, council, committee, campus  
20 assembly, college faculty, or student constituency do not reach agreement on the action, the  
21 question may be appealed to the regents by the president, or by any senate, council, committee,  
22 campus assembly, college faculty, or student constituency. The president, as chief executive  
23 officer of the University, shall have final authority to make budgetary recommendations to the  
24 regents. However, in view of the necessary weighing of educational policies and objectives  
25 involved, the president shall consult with and ask for the recommendations of other academic  
26 officers and the Faculty Consultative Committee and the Senate Consultative Committee  
27 concerning such budgetary recommendations as materially affect the University as a whole.  
28

29 **ARTICLE III. THE UNIVERSITY SENATE (Changes to this article are subject to vote**  
30 **only by the University Senate)**  
31

32 **1. Powers**  
33

34 a. The University Senate shall have general legislative authority over administrative matters  
35 concerning more than one campus or the University as a whole, but not over the internal affairs  
36 of a single campus, institute, college, or school, except where these materially affect the interests  
37 of the University as a whole or the interests of other campuses, institutes, colleges, or schools. It  
38 may also offer advice to the President on budget, educational policy, and research issues.  
39

40 b. The University Senate shall have the power to recognize campus assemblies as official  
41 campus legislative and policy-making bodies and, upon so doing, such organizations shall have  
42 all powers permitted the campus assembly in this Constitution and Bylaws.  
43

44 c. The University Senate may delegate authority and responsibility to campus assemblies in  
45 administrative matters concerning only one campus of the University. Each campus shall  
46 determine its own assembly and shall adopt its own constitution and bylaws, consistent with the  
47 constitution and bylaws of the University Senate.

48  
49 d. Nothing in this constitution bars the Senate Consultative Committee, the Faculty Consultative  
50 Committee, the Student Consultative Committee, the Council of Academic Professionals and  
51 Administrators, or the Civil Service Committee from discussing and expressing views on any  
52 matter they deem appropriate, without regard to any view expressed by any of the other bodies.

53  
54 e. In case of disagreement between or among the Senate Consultative Committee, Faculty  
55 Consultative Committee, the Student Consultative Committee, the Council of Academic  
56 Professionals and Administrators, and the Civil Service Committee on a matter, each body may  
57 present its own views to the president.

58  
59 f. Nothing in this constitution bars the University Senate, the Faculty Senate, the Student Senate,  
60 the Council of Academic Professionals and Administrators, or the Civil Service Committee from  
61 discussing and expressing views on any matter it deems appropriate, without regard to any view  
62 expressed by any of the other bodies.

63  
64 g. In case of disagreement between or among the University Senate, Faculty Senate, the Student  
65 Senate, the Council of Academic Professionals and Administrators, and the Civil Service  
66 Committee on a matter, each body may present its own views to the president.

## 67 68 **2. Membership**

69  
70 a. The University Senate shall be composed of the following voting members:

71  
72 (1) the president of the University;

73  
74 (2) the vice chair of the University Senate;

75  
76 (3) the 10 elected faculty members of the Faculty Consultative Committee, the 10 elected student  
77 members of the Student Consultative Committee, the 2 Council of Academic Professionals and  
78 Administrators, the 2 Civil Service Committee members of the Senate Consultative Committee,  
79 and the past chair of the Faculty Consultative Committee, who shall serve as ex officio voting  
80 members;

81  
82 (4) the \_\_\_ members of the Faculty Senate;

83  
84 (5) the \_\_\_ members of the Student Senate;

85  
86 (6) \_\_\_ elected academic professional and administrative staff members; and

87

88 (7) \_\_\_ elected civil service staff members.

89

90 Qualified academic staff members elected to the Faculty Senate will not be counted as part of the  
91 \_\_\_ academic staff to be elected to the University Senate.

92

93 b. Each member of the University Senate shall represent the University as a whole. The deans,  
94 vice presidents, chancellors, provosts, the University Librarian, and the General Counsel shall  
95 serve as ex officio nonvoting members. Student body presidents of the Twin Cities, Duluth,  
96 Morris, and Crookston student bodies shall, if not otherwise elected, serve as ex officio  
97 nonvoting members.

98

99 **3. University Senate Officers**

100

101 The officers of the University Senate shall be the chair, the vice chair, the clerk, and the  
102 parliamentarian. The president of the University shall be the chair and shall preside at meetings  
103 of the University Senate. The vice chair and the clerk shall be faculty members eligible to be  
104 elected to the Faculty Senate. The selection and duties of the officers shall be set forth in the  
105 bylaws.

106

107 **4. University Senate Meetings--Call--Quorum**

108

109 a. The University Senate shall hold regular meetings, at least twice in each semester of the  
110 academic year, at a time and place determined by the Senate Consultative Committee and  
111 approved by the president.

112

113 b. Special meetings of the University Senate may be held upon the call of the president, the  
114 Senate Consultative Committee, or upon written request of ten members of the University  
115 Senate. Senators shall be given notice of any special session by the clerk of the Senate at the  
116 earliest possible date and not less than two days before the meeting. Only subjects specifically  
117 listed on the proposed agenda for any special session may be considered at that meeting.

118

119 c. At any regular or special meeting of the University Senate, a majority of its membership (not  
120 including vacant seats) shall constitute a quorum.

121

122 d. Any faculty member, student, academic staff member, or civil service staff member eligible to  
123 vote for senators may be admitted to University Senate meetings and shall be entitled to speak at  
124 the discretion of the University Senate. Only elected University Senate members (or their  
125 designated alternates), Senate Consultative Committee members, and, in the case of a tie, the  
126 presiding officer, shall be entitled to vote. Ex officio members of the University Senate may  
127 speak and make motions but are not entitled to vote.

128

129 **5. University Senate Agenda and Minutes**

130

131 a. The agenda and minutes of each University Senate meeting shall be distributed in the manner  
132 specified in the Rules. Matters under Senate jurisdiction, including proposed amendments to this  
133 Constitution or Bylaws, may be submitted by any committee of the Senate or any Senate  
134 member.

135

136 b. Committees and Senate members shall submit items for action to the clerk of the Senate at  
137 least two weeks before the University Senate meeting.

138

139 **6. Twin Cities Delegation**

140

141 The Twin Cities members of the University Senate shall constitute the Twin Cities Delegation.  
142 The University Senate shall refer to the Twin Cities Delegation any matters which pertain only to  
143 the Twin Cities campus. Committees which deal only with matters that pertain to the Twin  
144 Cities campus shall report to the Twin Cities Delegation. The Twin Cities Delegation shall meet  
145 as needed to conduct business at the call of the President, the Senate Consultative Committee, or  
146 upon written request of ten members of the Twin Cities Delegation. The officers of the  
147 University Senate shall serve as the officers of the Twin Cities Delegation and all procedures and  
148 rules established in the constitution, bylaws, and rules for the University Senate shall apply to the  
149 Twin Cities Delegation as appropriate. When questions arise, the Senate Consultative  
150 Committee shall determine the application of the constitution, bylaws, and rules to the Twin  
151 Cities Delegation.

152

153 **7. Committees of the University Senate**

154

155 The University Senate may establish standing committees and may also create special  
156 committees. Membership on all University Senate committees and procedures for electing or  
157 appointing members are described in the Bylaws. Committees may appoint subcommittees. The  
158 Committee on Committees shall serve as a resource for subcommittee nominations and shall, at  
159 the request of the parent committee, appoint members to standing subcommittees.

160

161 **ARTICLE IV. THE FACULTY SENATE (Changes to this article are subject to vote only**  
162 **by the Faculty Senate)**

163

164 **1. Powers**

165

166 a. The Faculty Senate shall have general legislative authority over faculty welfare, educational,  
167 and research matters concerning more than one campus or the University as a whole, but not  
168 over the internal affairs of a single campus, institute, college, or school, except where such  
169 affairs materially affect the interests of the University as a whole or the interests of other  
170 campuses, institutes, colleges, or schools. It shall also have general advisory responsibilities for  
171 matters related to the University budget. The authority of the Faculty Senate shall include but not



172 be limited to primary responsibility for educational and research policies, providing advice to the  
173 president concerning the University's budget, accreditation, designation and granting of  
174 University honors, policies concerning faculty appointment and tenure, and matters within the  
175 jurisdiction of the Faculty Affairs and Judicial Committees. Only those members of the Faculty  
176 Senate who hold probationary or tenured faculty appointments may vote on changes in the  
177 Regents' Policy "Faculty Tenure," any matters related to tenure, or any matters related to the  
178 Judicial Committee.

179  
180 b. The Faculty Senate may delegate authority and responsibility to campus or faculty assemblies  
181 in educational, research, and faculty welfare matters concerning only one campus of the  
182 University.

183

## 184 **2. Membership**

185

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

187

188 (1) the president of the University;

189

190 (2) the vice chair of the Faculty Senate;

191

192 (3) the \_\_\_ elected faculty or qualified academic staff members; and

193

194 (4) the 10 elected members of the Faculty Consultative Committee and the past chair of the  
195 Faculty Consultative Committee, who shall serve as ex officio voting members.

196

197 b. The deans, vice presidents, chancellors, provosts, the University Librarian, and the General  
198 Counsel shall serve as ex officio nonvoting members.

199

200 c. For the purposes of this constitution, the bylaws, and the rules, faculty shall include  
201 professors, associate professors, assistant professors, research associates, instructors, and  
202 research fellows on full-time appointments holding a regular appointment as defined the Regents'  
203 Policy "Faculty Tenure." "Full-time appointments" are defined for this constitution to require  
204 the same time commitment of faculty and qualified academic staff.

205

206 d. For the purposes of this constitution, the bylaws, and the rules, the term "qualified academic  
207 staff" shall be interpreted to mean academic professionals and administrators eligible for election  
208 to the Faculty Senate and eligible for appointment to Faculty Senate committees. In order to  
209 qualify for election to the Faculty Senate, an academic professional or administrator must meet  
210 the definition established by the Board of Regents: "Academic professionals generally parallel  
211 disciplinary faculty in having the requisite preparation and specialized knowledge in an academic  
212 discipline or field on which practice is based and in exercising independent professional  
213 judgment. These individuals may be engaged in teaching, research, and service, as are  
214 faculty[.]" Qualified academic staff are those in collegiate units or other campus-based staff

215 holding continuous and probationary appointments or qualified campus-based academic staff  
216 with fixed term or annual appointments having completed five years of service at the University.  
217 The term "academic staff" shall be interpreted to mean academic professionals and  
218 administrators eligible for election to the University Senate (but not the Faculty Senate) and  
219 eligible for appointment to all other committees of the senates. Qualified academic staff are also  
220 eligible to serve on all other committees and in the University Senate as well as in the Faculty  
221 Senate and on committees requiring eligibility for Faculty Senate membership.

222  
223 e. The manner in which faculty and qualified academic staff are elected to the Faculty Senate  
224 shall be prescribed in the bylaws.

### 225 226 **3. Faculty Senate Officers**

227  
228 The officers of the Faculty Senate shall be the chair, the vice chair, the clerk, and the  
229 parliamentarian. The president of the University shall be the chair and shall preside at meetings  
230 of the Faculty Senate. The vice chair and the clerk shall be faculty members eligible to be  
231 elected to the Faculty Senate. The selection and duties of the officers shall be set forth in the  
232 bylaws.

### 233 234 **4. Faculty Senate Meetings--Call--Quorum**

235  
236 a. The Faculty Senate shall hold regular meetings, at least twice in each semester of the  
237 academic year, at a time and place determined by the Faculty Consultative Committee and  
238 approved by the president.

239  
240 b. Special meetings of the Faculty Senate may be held upon the call of the president, the Faculty  
241 Consultative Committee, or upon written request of ten members of the Faculty Senate. Senators  
242 shall be given notice of any special session by the clerk of the Senate at the earliest possible date  
243 and not less than two days before the meeting. Only subjects specifically listed on the proposed  
244 agenda for any special session may be considered at that meeting.

245  
246 c. At any regular or special meeting of the Faculty Senate, a majority of its membership (not  
247 including vacant seats) shall constitute a quorum.

248  
249 d. Only elected Faculty Senate members (or their designated alternates), Faculty Consultative  
250 Committee members, and, in the case of a tie, the presiding officer, shall be entitled to vote. All  
251 members of the faculty who hold regular appointment as defined in *Faculty Tenure* and all  
252 qualified academic staff may be present at Faculty Senate meetings and shall be entitled to speak  
253 and to offer motions for Faculty Senate action.

### 254 255 **5. Faculty Senate Agenda and Minutes**

256

257 a. The agenda and minutes of each Faculty Senate meeting shall be distributed in the manner  
258 specified in the Rules. Matters under Faculty Senate jurisdiction, including proposed  
259 amendments to this Constitution or Bylaws, may be submitted by any committee of the Faculty  
260 Senate or any Faculty Senate member.

261

262 b. Committees and Faculty Senators shall submit items for action to the clerk of the Senate at  
263 least two weeks before the Faculty Senate meeting.

264

#### 265 **6. Twin Cities Faculty Delegation**

266

267 The Twin Cities faculty and qualified academic staff members of the Faculty Senate shall  
268 constitute the Twin Cities Faculty Delegation. The Faculty Senate shall refer to the Twin Cities  
269 Faculty Delegation any matters which pertain only to the Twin Cities campus. Committees  
270 which deal only with matters that pertain to the Twin Cities campus shall report to the Twin  
271 Cities Faculty Delegation. The Twin Cities Faculty Delegation shall meet as needed to conduct  
272 business at the call of the President, the Faculty Consultative Committee, or upon written request  
273 of ten members of the Twin Cities Faculty Delegation. The officers of the Faculty Senate shall  
274 serve as the officers of the Twin Cities Faculty Delegation and all procedures and rules  
275 established in the constitution, bylaws, and rules for the Faculty Senate shall apply to the Twin  
276 Cities Faculty Delegation as appropriate. When questions arise, the Faculty Consultative  
277 Committee shall determine the application of the constitution, bylaws, and rules to the Twin  
278 Cities Faculty Delegation.

279

#### 280 **7. Committees of the Faculty Senate**

281

282 The Faculty Senate may establish standing committees and may also create special committees.  
283 Membership on Faculty Senate committees and procedures for electing or appointing members  
284 are described in the Bylaws. Committees may appoint subcommittees. The Committee on  
285 Committees shall serve as a resource for subcommittee nominations and shall, at the request of  
286 the parent committee, appoint members to standing subcommittees.

287

### 288 **ARTICLE V. THE STUDENT SENATE (Changes to this article are subject to vote only** 289 **by the Student Senate)**

290

#### 291 **1. Power**

292

293 In general, the responsibility of the Student Senate shall include but not be limited to matters in  
294 the area of student government, student organizations, and student publications. The Student  
295 Senate shall also exercise an advisory role on matters of student behavior and student academic  
296 integrity.

297

#### 298 **2. Membership**

299

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

301

302 (1) the \_\_\_ elected student members;

303

304 (2) the 10 elected members of the Student Consultative Committee who shall serve as ex officio  
305 voting members;

306

### 307 **3. Student Senate Officers**

308

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

310

### 311 **4. Student Senate Meetings--Call--Quorum**

312

313 a. The Student Senate shall hold regular meetings, at least twice in each semester of the  
314 academic year, at a time and place determined by the chair of the Student Senate. Special  
315 meetings of the Student Senate may be held upon the call of the chair, the Student Consultative  
316 Committee, or upon written request of ten members of the Student Senate. Senators shall be  
317 given notice of any special session by the clerk of the Senate at the earliest possible date and not  
318 less than two days before the meeting. Only subjects specifically listed on the proposed agenda  
319 for any special session may be considered at that meeting.

320

321 b. At any regular or special meeting of the Student Senate, a majority of its membership (not  
322 including vacant seats) shall constitute a quorum. Any student eligible to vote for senators may  
323 be admitted to Student Senate meetings and shall be entitled to speak at the discretion of the  
324 Student Senate. Only elected Student Senate members (or their designated alternates), Student  
325 Consultative Committee members, and, in the case of a tie, the presiding officer, shall be entitled  
326 to vote.

327

### 328 **5. Student Senate Agenda and Minutes**

329

330 a. The agenda and minutes of each Student Senate meeting shall be distributed in the manner  
331 specified in the Rules. Matters under Student Senate jurisdiction, including proposed  
332 amendments to this Constitution or Bylaws, may be submitted by any committee of the Senate or  
333 any Senate member.

334

335 b. Committees and Student Senators shall submit items for action to the Student Consultative  
336 Committee at least two weeks before the Student Senate meeting.

337

### 338 **6. Twin Cities Student Delegation**

339

340 The Twin Cities student members of the University Senate shall constitute the Twin Cities  
341 Student Delegation. The Student Senate shall refer to the Twin Cities Student Delegation any  
342 matters which pertain only to the Twin Cities campus. Committees which deal only with matters

343 that pertain to the Twin Cities campus shall report to the Twin Cities Student Delegation. The  
344 Twin Cities Student Delegation shall meet as needed to conduct business at the call of the Chair  
345 of the Student Senate, Student Senate Consultative Committee or upon written request of ten  
346 members of the Twin Cities Student Delegation. The officers of the Student Senate shall serve  
347 as the officers of the Twin Cities Student Delegation and all procedures and rules established in  
348 the constitution, bylaws, and rules for the University Senate shall apply to the Twin Cities  
349 Student Delegation as appropriate. When questions arise, the Student Senate Consultative  
350 Committee shall determine the application of the constitution, bylaws, and rules to the Twin  
351 Cities Student Delegation.

352

### 353 **7. Committees of the Student Senate**

354

355 The Student Senate may establish standing committees and may also create special committees.  
356 Membership on all Student Senate committees and procedures for electing or appointing  
357 members are described in the Bylaws. Committees may appoint subcommittees.

358

## 359 **ARTICLE VI. THE COUNCIL OF ACADEMIC PROFESSIONALS AND** 360 **ADMINISTRATORS (Changes to this article are subject to vote only by the Council of** 361 **Academic Professionals and Administrators)**

362

### 363 **1. Powers**

364

365 The responsibility of the Council of Academic Professionals and Administrators shall include but  
366 not be limited to matters relating to the work of the professional and administrative staff.

367

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

370

### 371 **2. Membership**

372

373 All academic staff who are Council of Academic Professionals and Administrators  
374 representatives or elected alternates, for six months or more, and hold 50%-time or greater  
375 appointments, are eligible to run for the Senate.

376

## 377 **ARTICLE VII. THE CIVIL SERVICE COMMITTEE (Changes to this article are** 378 **subject to vote only by the Civil Service Committee)**

379

### 380 **1. Power**

381

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

384

385 b. The Civil Service Committee may delegate to campus organizations responsibility for matters  
386 concerning only one campus of the University.  
387

## 388 **2. Membership**

389  
390 All civil service staff covered by the Civil Service Rules who have held temporary or continuing  
391 appointments of at least 50% time or more for at least two calendar years are eligible to run for  
392 the Senate.  
393

## 394 **ARTICLE VIII. GOVERNMENT OF THE COLLEGES AND SCHOOLS (Changes to** 395 **this article are subject to vote only by the Faculty Senate and the University Senate)**

396

### 397 **1. Composition**

398

399 The government of each institute, college, or school of collegiate rank shall be vested in the  
400 president, provosts, deans, professors, associate professors, assistant professors, research  
401 associates, instructors, research fellows, students, and other group representatives, if any. Each  
402 department or division giving instruction in another institute, college, or school may be  
403 represented on the faculty of that institute, college, or school by one or more members. Each  
404 institute, college, or school of collegiate rank shall determine its own governing rules and  
405 policies including methods of selecting faculty, student, and other group representatives, if any,  
406 for its government.  
407

407

### 408 **2. Powers**

409

410 Such government shall control the internal affairs and policies of its own institute, college, or  
411 school, including entrance requirements, curricula, instruction, examinations, grading, degrees,  
412 and academic disciplinary matters, except as provided in Article III, Section 1.  
413

413

## 414 **ARTICLE IX. JURISDICTIONAL QUESTIONS**

415

### 416 **1. Intercollege Controversies (Changes to this section are subject to vote only by the** 417 **Faculty Senate)**

418

419 Controversies arising between institutes, colleges, and/or schools of collegiate rank may be  
420 presented, after mutual conference, to a special committee appointed by the president and  
421 confirmed by the University Senate. If the special committee is unable to arrange a mutually  
422 agreeable solution to the problem in question, the matter shall be placed on the agenda of the  
423 next regular or special meeting of the University Senate for decision. The Senate's decision may  
424 be appealed to the president.  
425

425

### 426 **2. Controversies Between a Senate and Institutes, Colleges, and Schools (Changes to this** 427 **section are subject to vote only by the Faculty and Student Senates)**

427

428  
429 Controversies arising between the University, Faculty, or Student Senate or any of their  
430 committees and a campus, institute, college, or school government or other division of the  
431 University shall be resolved by the president, after conference with representatives of the  
432 appropriate Senate and of the units in question.

433  
434 **ARTICLE X. AMENDING PROCEDURE (Changes to this article are subject to vote**  
435 **only by the University Senate)**

436  
437 An amendment to this Constitution shall be approved either by a two-thirds majority of all voting  
438 members of the appropriate Senate, as indicated in each section, at a regular or special meeting,  
439 or by a majority of all voting members of the appropriate Senate at each of two meetings, the  
440 second of which shall be the next regular meeting; and provided the proposed amendment has  
441 been distributed, in writing, to the persons and in the manner provided in Article III, Section 5, at  
442 least ten days prior to the date of the vote on the approval of the proposed amendment. An  
443 amendment shall be effective following approval by the appropriate Senate and by the Board of  
444 Regents.

445  
446 If a proposed constitutional amendment has received affirmative votes of 80% or more of those  
447 present and voting at a meeting of a Senate, but the number of votes cast is insufficient to adopt  
448 the amendment (either a two-thirds majority of all voting members at one meeting or a majority  
449 of all voting members at the second of two meetings), the amendment may be submitted  
450 electronically to all members of that Senate for a second vote. The votes must be cast no later  
451 than three working days from the time of adjournment of the Senate meeting at which the item  
452 was considered. The number of votes required for electronic approval will be the same as the  
453 number required for approval at the meeting.

454  
455 **ARTICLE XI. BYLAWS (Changes to this article are subject to vote only by the**  
456 **University Senate)**

457  
458 The University Senate may enact or amend its Bylaws either by a majority of all voting members  
459 of the University Senate at a regular or special meeting, or by a majority of all members of the  
460 Senate present and voting at each of two meetings, the second of which shall be the next regular  
461 meeting, provided the proposed change has been submitted, in writing, to each member of the  
462 Senate at least ten days prior to the date of the vote on the approval of the proposed change.

463  
464 If a proposed bylaw amendment has received affirmative votes of 80% or more of those present  
465 and voting at a meeting of the Senate, but the number of votes cast is insufficient to adopt the  
466 amendment (either a majority of all voting members at one meeting or a majority those present  
467 and voting at the second of two meetings), the amendment may be submitted electronically to all  
468 members of the Senate for a second vote. The votes must be cast no later than three working  
469 days from the time of adjournment of the Senate meeting at which the item was considered. The  
470 number of votes required for electronic approval will be the same as the number required for

471 approval at the meeting.

472

473 **ARTICLE XII. EFFECTIVE DATE OF CONSTITUTION**

474

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



4/19/04

1 UNIVERSITY SENATE BYLAWS

2 Part 1 of 2

3  
4 Each Article and subsection of the Bylaws may be amended only by the Senate or body indicated  
5 in parentheses.

6  
7 **ARTICLE I. UNIVERSITY SENATE MEMBERSHIP AND OFFICERS (Changes to this**  
8 **article are subject to vote only by the University Senate)**

9  
10 **1. Voting Units**

11  
12 The Faculty Senate, the Student Senate, the Council of Academic Professionals, and the Civil  
13 Service Committee shall each determine their own voting units.

14  
15 **2. Vacancies**

16  
17 Faculty, student, academic staff, and civil service vacancies in the University Senate shall be  
18 filled in accordance with procedures determined by the constituencies of the relevant voting unit.

19  
20 **3. Officers**

21  
22 a. Chair and vice chair

23  
24 The President of the University of Minnesota shall chair the University Senate. The vice chair of  
25 the Faculty Senate shall also serve as vice chair of the University Senate and shall preside at  
26 University Senate meetings when the President is unable to do so. In the event that neither the  
27 President nor the vice chair is available to serve as chair of a University Senate meeting, the vice  
28 chair of the Faculty Consultative Committee shall preside.

29  
30 b. Clerk

31  
32 The Clerk of the Faculty Senate shall also serve as Clerk of the University Senate. The Clerk  
33 shall carry the title Clerk of the Senate. The Clerk may also perform administrative functions for  
34 the Student Senate, at its request. The Clerk is not a member of the University Senate.

35  
36 1. The Clerk of the Senate shall be the custodian of its records, shall prepare and circulate the  
37 agenda and minutes of Senate meetings as directed by the appropriate Consultative Committee,  
38 and shall perform such additional functions as shall be assigned to the Clerk in the Bylaws, in the  
39 Rules, or by the President.

40  
41 2. It shall be a function of the Clerk of the Senate to obtain after convenient intervals but at least  
42 once annually from the Office of Human Resources or other official sources a complete list of  
43 deaths among active or retired faculty members, members of the academic staff, and members of

44 the civil service staff. The Clerk shall include the names of these faculty and staff in the agenda  
45 of the University Senate for recognition. The Clerk shall request the departments or units to  
46 prepare suitable memorial statements and forward them to the Clerk of the Senate. At convenient  
47 intervals the Clerk shall include such memorials in the minutes of the University Senate.  
48

49 3. It shall be a function of the Clerk of the Senate to obtain after convenient intervals but at least  
50 once annually from the Office of the Registrar or other official sources a complete list of those  
51 registered students who have died during the preceding interval. The Clerk shall include the  
52 names of these students in the agenda of the University Senate for recognition.  
53

54 c. Parliamentarian  
55

56 The parliamentarian of the Faculty Senate shall also serve as parliamentarian of the University  
57 Senate. The parliamentarian is not a member of the University Senate. The parliamentarian  
58 shall advise the presiding officer or, upon request, any member of the Senate on matters  
59 pertaining to parliamentary procedure. Parliamentary authority for the University Senate shall be  
60 *Robert's Rules of Order Newly Revised*, provided these *Rules* are not in conflict with the Senate  
61 constitution or Bylaws.  
62

#### 63 4. Removal for Neglect of Meetings 64

65 a. A member of the University Senate shall be said to have neglected a meeting if the member  
66 does not attend, does not provide an alternate, or does not notify the Clerk of the impending  
67 absence.  
68

69 b. A non-student member of the University Senate shall forfeit membership by neglecting three  
70 consecutive meetings of the University Senate. A student member of the University Senate shall  
71 forfeit membership by neglecting two meetings of the University Senate.  
72

73 c. The Clerk of the Senate shall notify any member who will forfeit University Senate  
74 membership by neglecting the next meeting of the University Senate.  
75

76 d. A member of the University Senate who holds membership in the Faculty Senate, the Student  
77 Senate, the Council of Academic Professionals and Administrators, or the Civil Service  
78 Committee, shall forfeit University Senate membership if membership in the other body is  
79 forfeited by failure to satisfy attendance criteria specified in the constitution or Bylaws of that  
80 body.  
81

82 e. A member whose membership has been forfeited may appeal to the Senate Consultative  
83 Committee for reinstatement.  
84

85 **ARTICLE II. COMMITTEES OF THE UNIVERSITY SENATE (Changes to this article**  
86 **are subject to vote only by the University Senate)**

87

**88 1. Committees, Subcommittees, and Special Committees**

89

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

96

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

106

107 c. Special Committees: Special committees may be created to study and make  
108 recommendations on special topics within the areas of concern to the University Senate. Special  
109 committees may be created, charged, and terminated by the University Senate, the Senate  
110 Consultative Committee, or University Senate Committees alone or jointly.

111

**112 2. Eligibility for Membership**

113

114 a. Only individuals eligible to vote in Senate elections are eligible to serve on University Senate  
115 committees or to serve as chair of University Senate committees, except that no individual  
116 holding a position carrying as any part of its title President, vice president, chancellor, provost,  
117 executive director, counsel, attorney, controller, or chief of staff may serve as a voting member  
118 of a University Senate committee, nor may the University Librarian or anyone who is a dean.  
119 Individuals with less than a one-third time appointment as assistant or associate dean shall be  
120 eligible to serve as a voting member and chair of a University Senate committee. Faculty  
121 members whose appointment responsibilities are primarily faculty but who incidentally have an  
122 administrative title and responsibilities within an academic department or its equivalent are  
123 eligible to serve as voting members and chairs of University Senate committees. Alumni  
124 members are not subject to the eligibility rule of this section.

125

126 b. No individual holding an academic staff title or a civil service title may serve on a  
127 University Senate committee which includes among its ex officio members the University officer  
128 to whom the individual directly reports. If the Faculty Committee on Committees, Student  
129 Committee on Committees, or Civil Service Committee believes there is a reasonable potential

130 for a conflict of interest for a prospective committee member from a unit on which a University  
131 officer from the same unit serves as an ex officio member, it should decline to appoint such an  
132 individual to a committee.

133

134 c. In the event of a question about whether someone is eligible to serve on a University  
135 Senate committee, the initial decision will be made by the Senate Committee on Committees,  
136 with review by the Senate Consultative Committee at its discretion.

137

138 d. An ex officio member of any committee of the University Senate shall not be entitled to vote  
139 as a member of the committee, unless provided for in the University Senate Rules.

140

### 141 **3. Committee Procedures**

142

143 a. Alternates or proxy voting are not permitted on University Senate committees.

144

145 b. All committees of the University Senate shall keep minutes of their meetings and  
146 proceedings. Copies of these minutes shall be placed on file with the Clerk of the Senate and  
147 shall be available for inspection. Committee minutes must not contain information considered  
148 private or confidential under the provisions of state or federal law.

149

150 c. Any committee of the University Senate may be required, upon a majority vote of the  
151 members of the University Senate present and voting, to report to the University Senate at its  
152 next meeting.

153

154 d. Committees of the University Senate shall have a policy of open meetings. Closed or  
155 executive sessions may be held only after approval by a two-thirds majority of the committee  
156 members present and voting. The committee shall keep a list of all topics discussed and actions  
157 taken in its closed meetings and incorporate that list in its minutes. Only committee members  
158 and others designated by the chair may remain in the meeting once a motion to close the meeting  
159 has been adopted. All regular sessions of the All-University Honors Committee shall be  
160 considered closed or executive sessions.

161

162 e. A committee of the University Senate shall have the authority to issue interpretations of  
163 policies that it has previously introduced to the University Senate and which the University  
164 Senate and the administration have approved. The Senate Consultative Committee may issue  
165 interpretations for any policy adopted by any committee that reports to the University Senate.  
166 Those interpretations shall be considered part of the policy (1) once the interpretation has been  
167 reported for information at the next University Senate meeting following committee approval of  
168 the interpretation, and (2) neither the University Senate nor the President makes objection before  
169 or at that University Senate meeting. The University Senate may, by simple majority of those  
170 present and voting, vote not to approve the interpretation, in which case it is not part of the  
171 policy. If the President objects, the interpretation must be brought back at the following meeting  
172 for a vote by the University Senate.

173

174 f. Committees of the University Senate shall have the authority to take up matters of concern  
175 only to the Twin Cities campus, including the appointment of subcommittees to take up Twin  
176 Cities campus matters. When they do so, only the Twin Cities campus members of the  
177 committees may vote on any actions to be taken with respect to such matters. The chair of the  
178 committee shall rule on which matters are of concern only to the Twin Cities campus.

179

180 g. Committees shall report to the University Senate as provided by these Bylaws. Certain  
181 committees may have a secondary reporting line to another Senate, as provided in the Bylaws  
182 governing specific committees. The Senate to which a committee has a secondary reporting line  
183 may refer matters to the committee and call for reports and recommendations from the  
184 committee. The Committee on Finance and Planning shall have a dual reporting line to both the  
185 University Senate and the Faculty Senate.

186

187 h. Additional general Rules for functions and operational procedures of all committees of the  
188 University Senate shall be contained in the Rules for Committees of the University Senate.

189

#### 190 **4. Removal of University Senate Committee Chairs and University Senate Committee** 191 **members**

192

193 a. Committee chairs may be removed by a two-thirds vote of the Senate Consultative  
194 Committee. Any committee chair who is to be the subject of a vote on removal may submit a  
195 statement to the Senate Consultative Committee before a vote on removal is taken. There is no  
196 appeal from the decision of the Senate Consultative Committee to remove a committee chair.  
197 Nothing in this section bars anyone from making use of the University's normal grievance  
198 processes for employees or students.

199

200 b. Committee chairs may be removed from their position only on the grounds that they have  
201 failed to perform the duties required of a committee chair, they have obstructed the business of  
202 the Senate or its committee(s), they have violated the Board of Regents Code of Conduct, the  
203 University's Policy on Academic Misconduct, the Student Conduct Code, or because their  
204 continued service would cast doubt on the integrity and credibility of the work of the committee.  
205 Anyone removed as committee chair is automatically removed from membership on the  
206 committee.

207

208 c. Faculty, alumni, and ex officio members of a committee may be removed from a committee  
209 by a two-thirds vote of the Faculty Consultative Committee. If the committee member is an  
210 alumni representative, the Faculty Consultative Committee will consult with the President and  
211 the Director of the Alumni Association before voting on removal. If the committee member is  
212 an ex officio member, the Faculty Consultative Committee will consult with the appointing  
213 officer before voting on removal. Student members of committees may be removed from a  
214 committee by a two-thirds vote of the Student Consultative Committee. Academic staff  
215 members may be removed from a committee by a two-thirds vote of the Council of Academic

216 Professionals and Administrators. Civil Service members of a committee may be removed by a  
217 two-thirds vote of the Civil Service Committee.

218

219 d. Committee members may be removed from a committee only on the grounds that they  
220 have prevented the committee from conducting its business, if they have violated the Board of  
221 Regents Code of Conduct, the University's Policy on Academic Misconduct, the Student  
222 Conduct Code, or because their continued service would cast doubt on the integrity and  
223 credibility of the work of the committee.

224

225 e. The provisions of this Section (4) may not be used to infringe on the academic  
226 freedom of committee chairs and committee members. Neither committee chairs nor committee  
227 members may be removed from their position because they express unpopular views.

228

229 f. Any committee member who is to be the subject of a vote on removal may  
230 submit a statement to the Faculty Consultative Committee, Student Consultative Committee,  
231 Council of Academic Professionals and Administrators, or the Civil Service Committee, as  
232 appropriate, before a vote on removal is taken. There is no appeal from the decision of these  
233 groups on a decision to remove a committee member. Nothing in this section bars anyone from  
234 making use of the University's normal grievance processes for employees or students.

235

236 g. Nothing in this section (4) shall affect the operation of Senate Rule , which provides  
237 for replacement of committee members who are repeatedly absent from meetings of their  
238 committees.

239

240 h. In all cases, the majorities required in this section (4) are two-thirds majorities of the  
241 full voting membership of the committee, not two-thirds of those present and voting.

242

### 243 **ARTICLE III. FACULTY SENATE MEMBERSHIP, ELECTIONS, AND OFFICERS** 244 **(Changes to this article are subject to vote only by the Faculty Senate)**

245

#### 246 **1. Membership and Voting Units**

247

248 a. For the purpose of electing representatives and alternate representatives, if any, to the Faculty  
249 Senate, qualified faculty members and qualified academic staff shall vote within each of the  
250 following units of the University, except as noted in section II(1)(b), below:

251

252 TWIN CITIES: Agricultural Experiment Station; Agricultural, Food, & Environmental  
253 Sciences; Architecture and Landscape Architecture; Biological Sciences; Continuing Education;  
254 Dentistry; Education and Human Development; General College; Human Ecology; Law; Liberal  
255 Arts; Libraries; Management; Medical School; University of Minnesota Extension Service;  
256 Natural Resources; Nursing; Pharmacy; Public Affairs; Public Health; Technology; Veterinary  
257 Medicine

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DULUTH: Medicine; Other [includes non-collective bargaining faculty/academic staff from UMD].

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b. Units which have 20 or more individuals (faculty and qualified academic staff) eligible to vote in Senate elections shall have a minimum of two representatives in the Faculty Senate. Units which have 10-19 individuals eligible to vote in Senate elections shall have one representative in the Faculty Senate. Individuals in units which have fewer than 10 individuals eligible to vote in Senate elections may affiliate with another college or campus for purpose of voting in Senate elections and being elected to the Senate. The Clerk of the Senate shall annually review the number of individuals eligible to vote in Senate elections in each unit and report the results to the Faculty Consultative Committee. If the number of eligible voters in a unit falls below 20 but is 10 or greater, both the senators from that unit may serve out their term but there shall be no election for the term that ends first. If the number of eligible voters in a unit falls below 10, the senator(s) from that unit may serve out their term but there shall be no further election of Senate members from that unit unless it subsequently has 10 or more individuals eligible to vote in Senate elections.

The elected members of the Faculty Senate shall also serve as members of the University Senate.

**2. Election of Members**

a. The elected representatives of the faculty and qualified academic staff to the Faculty Senate shall be chosen by secret ballot by the faculty and qualified academic staff of the several institutes, colleges, or schools of collegiate rank.

b. These faculty and qualified academic staff shall jointly elect from their rank \_\_\_ Faculty Senate members, who shall be distributed among the colleges and campuses in proportion to the number of faculty and qualified academic staff in those units, subject only to the minima established in Article III(1)(b) of these Bylaws. Units having more than six faculty and qualified academic staff representatives to the Faculty Senate may choose to restructure themselves into smaller constituencies for voting purposes. For the purpose of electing representatives to the Faculty Senate, faculty as defined in the Senate Constitution, Article IV, Section (2)(c) shall be eligible to vote. Qualified academic staff as defined in the Senate Constitution, Article IV, Section 2(d) shall be eligible to vote.

c. No individual (whether faculty or qualified academic staff) holding a central administrative position carrying as any part of its title President, vice President, chancellor, provost, executive director, counsel, attorney, or chief of staff shall be eligible for election to the Senate as members

301 of the faculties under "b" hereof, nor may the University Librarian or anyone who is a dean.  
302 Individuals with less than a one-third time appointment as assistant or associate dean shall be  
303 eligible for election to the Senate as members of the faculty under "\_\_\_" hereof. Individuals  
304 whose appointment responsibilities are primarily faculty but who incidentally have an  
305 administrative title and responsibilities within an academic department or its equivalent are  
306 eligible for election to the Senate as a member of the faculty. (This Article III(2) shall not be  
307 construed to conflict with Article IV(2)(a) which provides that the President of the University is  
308 a voting member of the Senate. The President is not an elected member of the Senate.)  
309

310 d. To continue to serve in the Faculty Senate, a faculty member or academic staff representative  
311 must be currently a regular member of his or her faculty or unit.  
312

313 e. In the event that the faculty of one or more of the units eligible to elect senators votes to  
314 unionize, the academic staff meeting Senate membership requirements but not included in the  
315 union contract will become members of a single academic staff unit and be entitled to  
316 representation using the usual allocation Rules.  
317

318 f. The elected representatives of the faculties shall be elected in accordance with the following  
319 procedures:  
320

321 1. Each spring before April 1, the Clerk of the Senate shall prepare for each unit listed in  
322 Section 1 of this Article a list of all persons in that unit who, as of March 1, are entitled to  
323 vote for Faculty Senate members, and shall send the list to the administrative head of  
324 each unit.  
325

326 2. Between April 1 and April 30, each unit listed in Section 1 of this Article shall  
327 conduct an election for Faculty Senate members and alternate members, if any. One  
328 third, or as near to one third as arithmetically possible, of the representatives shall be  
329 elected each year.  
330

331 3. Each unit shall establish its own procedures for conducting its elections. In  
332 establishing these procedures, each unit must adhere to the following principles and must  
333 provide notice of these principles to all individuals eligible to vote:  
334

335 a. everyone in the unit eligible to serve in the Faculty Senate must be provided  
336 the opportunity to nominate individuals in the unit to be candidates for the Faculty Senate  
337 (including nominating themselves);  
338

339 b. everyone in the unit eligible to serve in the Faculty Senate must be provided  
340 the opportunity to vote in the elections;  
341

342 c. write-in candidates must be permitted, and notice of that option must appear on  
343 any ballot;



344  
345 d. ballots must be distributed to all eligible voters at least three working days  
346 before they are due; and

347  
348 e. the ballot must make clear that elections are college-wide, not department-  
349 based.

350  
351 f. The Senate office will provide a ballot template that colleges and campuses  
352 may use.

353  
354 4. The results of the elections shall be mailed to the Clerk of the Senate not later than  
355 May 5.

356  
357 5. All members elected to the Faculty Senate shall begin service on July 1 and shall serve  
358 for three years. Elected members of the Faculty Senate shall not serve more than two  
359 consecutive terms, and shall be eligible for re-election only after a one-year interval of  
360 nonmembership in the Faculty Senate.

361  
362 6. Faculty and academic staff vacancies in the Senate shall be filled in accordance with  
363 procedures determined by the constituencies of the relevant voting unit.

364  
365 7. The names of the Faculty Senate members and alternate members elected for the  
366 coming year shall be reported in the minutes of the first regular meeting of the  
367 succeeding fall semester.

368  
369 g. The faculty and qualified academic staff constituencies of each institute, college, school, or  
370 other representative unit shall either elect a pool of alternate senators or define the pool to be  
371 those eligible to vote for senators. The faculty and qualified academic staff members of each  
372 institute, college, school or other representative unit shall specify one of these procedures for  
373 selecting a pool of alternates in their respective constitutions. If the alternates are to be elected,  
374 then the constitution of the institute, college, school or other unit shall specify the number to be  
375 elected and their term in office, and they shall be elected at the same time and in the same  
376 manner as representatives. If a constitution does not exist or does not specify the method of  
377 selecting the pool of alternates, the faculty body of the unit shall determine which method shall  
378 be used.

379  
380 h. A senator may designate anyone from the appropriate unit pool to serve as an alternate in the  
381 senator's absence by providing notice to the Clerk of the Senate prior to the commencement of  
382 any meeting of the University or Faculty Senate.

383  
384 **3. Non-Affiliation with a Voting Unit**

385  
386 Any person eligible to vote for members of the Faculty Senate under the provisions of Article

387 IV, Section 2, of the Senate Constitution, but not attached to any voting unit designated in  
388 Section 1 of this Article, may apply in writing to the Faculty Consultative Committee for a  
389 determination of his or her status for voting for members of the Senate. It shall be a duty of the  
390 Faculty Consultative Committee to classify such a person with one of the voting units specified  
391 in Article II, Section 1, of these Bylaws.

392

#### 393 **4. Removal for Neglect of Meetings**

394

395 a. A member of the Faculty Senate shall be said to have neglected a meeting of either the  
396 University Senate or the Faculty Senate if the member does not attend, does not provide an  
397 alternate, or does not notify the Clerk of the impending absence.

398

399 b. A member of the Faculty Senate shall forfeit membership by neglecting three consecutive  
400 meetings of the University or Faculty Senate.

401

402 c. The Clerk of the Senate shall notify any member who will forfeit Faculty Senate membership  
403 by neglecting the next meeting of the Faculty or University Senate.

404

405 d. A member whose membership has been forfeited may appeal to the Faculty Consultative  
406 Committee for reinstatement.

407

#### 408 **5. Officers**

409

410 a. Chair and vice chair

411

412 The President of the University of Minnesota shall chair the Faculty Senate. The vice chair of  
413 the Faculty Senate shall preside at Faculty Senate meetings when the President is unable to do  
414 so. In the event that neither the President nor the vice chair is available to serve as chair of a  
415 Faculty Senate meeting, the vice chair of the Faculty Consultative Committee shall preside.

416

417 A vice chair shall be elected by the Faculty Senate at its last meeting in the spring of the  
418 academic year from among its faculty members for a term of one year. A vice chair shall be  
419 nominated by the Faculty Consultative Committee; other nominations may be made by ten votes  
420 from the floor of the Senate. The vice chair shall serve as chair in the absence of the President  
421 and shall serve as a voting member of the Senate Consultative Committee and the Faculty  
422 Consultative Committee. The term of office of the vice chair shall be July 1 to June 30, and the  
423 person holding the office is eligible for re-election.

424

425 b. Clerk

426

427 The Clerk of the Faculty Senate shall be appointed by the President and confirmed by the Faculty  
428 Senate. The term of office shall run from the start of the first meeting of the Senate in one year  
429 to the start of the first meeting of the Senate the following year. The Clerk may be reappointed.

430  
431 The Clerk of the Senate shall be the custodian of its records, shall prepare and circulate the  
432 agendas and minutes of Senate meetings as directed by the Faculty Consultative Committee, and  
433 shall perform such additional functions as shall be assigned to the Clerk in the Bylaws, in the  
434 Rules, or by the President. The Clerk is not a member of the Faculty Senate.

435  
436 c. Parliamentarian

437  
438 The parliamentarian of the Faculty Senate shall be appointed by the President and confirmed by  
439 the Faculty Senate. The term of office shall run from the start of the first meeting of the Senate  
440 in one year to the start of the first meeting of the Senate the following year. The parliamentarian  
441 may be reappointed.

442  
443 The parliamentarian shall advise the presiding officer or, upon request, any member of the  
444 Senate on matters pertaining to parliamentary procedure. Parliamentary authority for the  
445 University Senate shall be *Robert's Rules of Order Newly Revised*, provided these *Rules* are not  
446 in conflict with the Senate constitution or Bylaws. The parliamentarian is not a member of the  
447 Faculty Senate.

448  
449 **ARTICLE IV. COMMITTEES OF THE FACULTY SENATE (Changes to this article**  
450 **are subject to vote only by the Faculty Senate)**

451  
452 **1. Committees, Subcommittees, and Special Committees**

453  
454 a. A Faculty Senate committee is any committee to which the Faculty Senate delegates  
455 responsibilities in broad areas of University concern and whose reports are made directly to the  
456 Faculty Senate. Membership of all Faculty Senate committees and procedures for electing or  
457 appointing members are described in these Bylaws. The Faculty Senate by appropriate Bylaws  
458 may create or terminate committees vested with such responsibilities as the Faculty Senate has  
459 the power to confer.

460  
461 b. Subcommittees of Faculty Senate Committees: Faculty Senate committees may appoint  
462 subcommittees as necessary to assist with their responsibilities. Membership of subcommittees  
463 need not be limited to members of the parent committee. Subcommittee memberships shall  
464 typically have approximately the same ratio of faculty, academic staff, students, civil service,  
465 and alumni as the parent committee and shall include ex officio representation as appropriate. If  
466 an exception is necessary, the parent committee shall consult with the Faculty Committee on  
467 Committees. The Committee on Committees shall also serve as a resource for, or source of,  
468 subcommittee nominations and shall, at the request of the parent committee, appoint members to  
469 standing subcommittees.

470  
471 c. Special Committees: Special committees may be created to study and make  
472 recommendations on special topics within the areas of concern to the Faculty Senate. Special

473 committees may be created, charged, and terminated by the Faculty Senate, the Faculty  
474 Consultative Committee, or Committees of the Faculty Senate, alone or jointly.

475

## 476 **2. Eligibility for Membership**

477

478 a. Faculty who serve on Faculty Senate standing committees must be eligible to serve in the  
479 Faculty Senate.

480

481 b. Individuals holding academic staff titles are eligible to serve as voting members of Faculty  
482 Senate committees even if they are not qualified for membership in the Faculty Senate, except  
483 that no individual holding a position carrying as any part of its title President, vice president,  
484 chancellor, provost, executive director, dean, counsel, attorney, controller, or chief of staff may  
485 serve as a voting member of a Faculty Senate committee, nor may the University Librarian or  
486 anyone who is a dean. Individuals with less than a one-third time appointment as assistant or  
487 associate dean shall be eligible to serve as a voting member and chair of a Faculty Senate  
488 committee. Individuals whose appointment responsibilities are primarily faculty but who  
489 incidentally have an administrative title and responsibilities within an academic department or its  
490 equivalent are eligible to serve as voting members and chairs of Faculty Senate committees.  
491 Individuals with academic staff titles are not eligible to serve on the Judicial Committee or the  
492 Tenure Committee. Individuals with academic staff titles are only eligible to serve on the  
493 Educational Policy Committee and the Research Committee if they are also eligible to serve in  
494 the Faculty Senate.

495

496 c. No individual holding an academic staff title or a civil service title may serve on a  
497 Faculty Senate committee which includes among its ex officio members the University officer to  
498 whom the individual directly reports. If the Faculty Committee on Committees, Student  
499 Committee on Committees, or the Civil Service Committee believes there is a reasonable  
500 potential for a conflict of interest for a prospective committee member from a unit on which a  
501 University officer from the same unit serves as an ex officio member, it should decline to appoint  
502 such an individual to a committee.

503

504 d. Students must be eligible to serve in the Student Senate to be eligible to serve on Faculty  
505 Senate standing committees.

506

507 e. Only individuals eligible to serve in the Faculty Senate may serve as the chair of a committee  
508 of the Faculty Senate.

509

510 f. In the event of a question about whether someone is eligible to serve on a Faculty Senate  
511 committee, the initial decision will be made by the Faculty Committee on Committees with  
512 review by the Faculty Consultative Committee at its discretion.

513

## 514 **3. Committee Procedures**

515

- 516 a. Alternates or proxy voting are not permitted on Faculty Senate committees.  
517
- 518 b. All committees of the Faculty Senate shall keep minutes of their meetings and proceedings.  
519 Copies of these minutes shall be placed on file with the Clerk of the Senate and shall be available  
520 for inspection. Committee minutes must not contain information considered private or  
521 confidential under the provisions of state or federal law.  
522
- 523 c. Any committee of the Faculty Senate may be required, upon a majority vote of the members  
524 of the Faculty Senate present and voting, to report to the Faculty Senate at its next meeting.  
525
- 526 d. An ex officio member of any committee of the Faculty Senate shall not be entitled to vote as a  
527 member of the committee, unless provided for in the Rules.  
528
- 529 e. Committees of the Faculty Senate shall have a policy of open meetings. Closed or executive  
530 sessions may be held only after approval by a two-thirds majority of the committee members  
531 present and voting. The committee shall keep a list of all topics discussed and actions taken in  
532 its closed meetings and incorporate that list in its minutes. Only committee members and others  
533 designated by the chair may remain in the meeting once a motion to close the meeting has been  
534 adopted. All regular sessions of the Faculty Academic Oversight for Intercollegiate Athletics  
535 and the Judicial Committee shall be considered closed or executive sessions.  
536
- 537 f. A committee of the Faculty Senate shall have the authority to issue interpretations of Senate  
538 policies that it has previously introduced to a Senate and which that Senate and the  
539 administration have approved. The Faculty Consultative Committee may issue interpretations  
540 for any policy adopted by any committee that reports to the Faculty Senate. Those  
541 interpretations shall be considered part of the policy (1) once the interpretation has been reported  
542 for information at the next Faculty Senate meeting following committee approval of the  
543 interpretation, and (2) neither the Faculty Senate nor the President makes objection before or at  
544 that Senate meeting. The Faculty Senate may, by simple majority of those present and voting,  
545 vote not to approve the interpretation, in which case it is not part of the policy. If the President  
546 objects, the interpretation must be brought back at the following meeting for a vote by the  
547 Faculty Senate.  
548
- 549 g. Committees of the Faculty Senate shall have the authority to take up matters of concern only  
550 to the Twin Cities campus, including the appointment of subcommittees to take up Twin Cities  
551 campus matters. When they do so, only the Twin Cities campus members of the committees  
552 may vote on any actions to be taken with respect to such matters. The chair of the committee  
553 shall rule on which matters are of concern only to the Twin Cities campus.  
554
- 555 h. Committees shall report to the Faculty Senate as provided by these Bylaws. Certain  
556 committees may have a secondary reporting line to another Senate, as provided in the Bylaws  
557 governing specific committees. The Senate to which a committee has a secondary reporting line  
558 may refer matters to the committee and call for reports and recommendations from the

559 committee. The Committee on Finance and Planning shall have a dual reporting line to both the  
560 University Senate and the Faculty Senate.

561

562 i. Additional general Rules for functions and operational procedures of all committees of the  
563 Faculty Senate shall be contained in the Rules for Committees of the Faculty Senate.

564

565 **4. Removal of Faculty Senate Committee Chairs and Faculty Senate Committee members**

566

567 a. Committee chairs may be removed by a two-thirds vote of the Faculty Consultative  
568 Committee. If the committee chair to be removed is an academic staff member, the Faculty  
569 Consultative Committee will consult with the Executive Committee of the Council of Academic  
570 Professionals and Administrators before voting on removal. Any committee chair who is to be  
571 the subject of a vote on removal may submit a statement to the Faculty Consultative Committee  
572 before a vote on removal is taken. There is no appeal from the decision of the Faculty  
573 Consultative Committee to remove a committee chair. Nothing in this section bars anyone from  
574 making use of the University's normal grievance processes for employees or students.

575

576 b. Committee chairs may be removed from their position only on the grounds that they have  
577 failed to perform the duties required of a committee chair, they have obstructed the business of  
578 the Faculty Senate or its committee(s), they have violated the Board of Regents Code of  
579 Conduct, the University's Policy on Academic Misconduct, the Student Conduct Code, or  
580 because their continued service would cast doubt on the integrity and credibility of the work of  
581 the committee. Anyone removed as committee chair is automatically removed from membership  
582 on the committee.

583

584 c. Faculty, alumni, and ex officio members of a committee may be removed from a committee  
585 by a two-thirds vote of the Faculty Consultative Committee. If the committee member is an  
586 alumni representative, the Faculty Consultative Committee will consult with the President and  
587 the Director of the Alumni Association before voting on removal. If the committee member is  
588 an ex officio member, the Faculty Consultative Committee will consult with the appointing  
589 officer before voting on removal. Student members may be removed from a committee by a  
590 two-thirds vote of the Student Consultative Committee. Academic staff members may be  
591 removed from a committee by a two-thirds vote of the Council of Academic Professionals and  
592 Administrators. Civil Service members of a committee may be removed by a two-thirds vote of  
593 the Civil Service Committee.

594

595 d. Committee members may be removed from a committee only on the grounds that they  
596 have prevented the committee from conducting its business, if they have violated the Board of  
597 Regents Code of Conduct, the University's Policy on Academic Misconduct, the Student  
598 Conduct Code, or because their continued service would cast doubt on the integrity and  
599 credibility of the work of the committee.

600

601 e. Any committee member who is to be the subject of a vote on removal may submit a statement  
602 to the Faculty Consultative Committee, Student Consultative Committee, Council of Academic  
603 Professionals and Administrators, or the Civil Service Committee, as appropriate, before a vote  
604 on removal is taken. There is no appeal from the decision of these groups on a decision to  
605 remove a committee member. Nothing in this section bars anyone from making use of the  
606 University's normal grievance processes for employees or students.

607  
608 f. The Faculty Consultative Committee shall have the authority, by a two-thirds majority  
609 vote, to remove its chair. The Faculty Consultative Committee shall also have the authority, by a  
610 two-thirds majority vote, to remove one of its members.

611  
612 g. The provisions of this Section (4) may not be used to infringe on the academic  
613 freedom of committee chairs and committee members. Neither committee chairs nor committee  
614 members may be removed from their position because they express unpopular views.

615  
616 h. Nothing in this section (4) shall affect the operation of Senate Rule , which  
617 provides for replacement of committee members who are repeatedly absent from meetings of  
618 their committees.

619  
620 i. In all cases, the majorities required in this section (4) are two-thirds majorities of the  
621 full voting membership of the committee, not two-thirds of those present and voting.

622  
623 **ARTICLE V. STUDENT SENATE MEMBERSHIP, ELECTIONS, AND OFFICERS**  
624 **(Changes to this article are subject to vote only by the Student Senate)**

625  
626 **1. Membership**

627  
628 For the purpose of electing representatives and alternate representatives, if any, to the Student  
629 Senate, qualified students shall vote within each of the following units of the University:

630  
631 **TWIN CITIES:** Agricultural, Food, & Environmental Sciences; Architecture and Landscape  
632 Architecture; Biological Sciences; Continuing Education; Dentistry; Education and Human  
633 Development; General College; Graduate School; Human Ecology; Law; Liberal Arts;  
634 Management; Medical School; Natural Resources; Nursing; Pharmacy; Public Health;  
635 Technology; Veterinary Medicine

636  
637 **CROOKSTON**

638  
639 **DULUTH:** Business and Economics; Education and Human Service Professions; Fine Arts;  
640 Liberal Arts; Medicine; Pharmacy; Science and Engineering;

641  
642 **MORRIS**

643

644 The elected members of the Student Senate shall be members of the University Senate.  
645

646 **2. Election of Members**  
647

648 **a. Eligibility**  
649

650 a. Only students carrying at least two-thirds the number of credits required for full-time student  
651 status as defined by the Office of the Registrar for their college of enrollment shall be eligible to  
652 vote. Each institute, college, or school shall establish its own procedures to determine  
653 qualification of those students eligible to vote.  
654

655 b. To be eligible for election to the Student Senate, a student must have earned the required  
656 number of credits in residence at the University, as described below:  
657

658 (1) Graduate School students carrying one credit ABD (all but dissertation) at the time of voting  
659 or who are certified as the equivalent of full-time students by the Graduate School shall be  
660 eligible for election.  
661

662 (2) All other students shall be eligible for election if they have earned within the past semester  
663 and are currently carrying at least two-thirds the number of credits required for full-time student  
664 status as defined by the Office of the Registrar for their college of enrollment.  
665

666 c. To continue to serve in the Student Senate, a student representative must continue to meet the  
667 requirements for eligibility identified under "b" hereof.  
668

669 **b. Elections**  
670

671 a. Between February 1 and April 30 of each year, each unit listed in Section 1 of this Article  
672 shall conduct an election for Student Senate members and alternate members, if any. Each unit  
673 shall establish its own procedures, in accordance with the constitution, for conducting its  
674 elections. The results of the elections shall be mailed to the Clerk of the Senate not later than  
675 May 5.  
676

677 b. Eligible students elect from their ranks \_\_ Student Senate members, who shall be distributed  
678 among the colleges and campuses in proportion to the number of students in those units. Each  
679 college shall be guaranteed one student senator. Morris and Crookston will be guaranteed a  
680 minimum of two student senators.  
681

682 c. The elected representatives of the students to the Student Senate shall be chosen by secret  
683 ballot by the student constituency enrolled in the institutes, colleges, or schools as specified in  
684 the Bylaws. Only full-time students in each institute, college, or school shall be eligible to vote.  
685 Each institute, college, or school shall establish its own procedures to determine qualifications of  
686 those students eligible to vote.



687  
688 d. The student board of each institute, college, school, or other representative unit shall  
689 determine if a pool of alternate senators shall be elected or define the pool to be all eligible  
690 students in the institute, college, or school. If the alternates are to be elected, then the  
691 constitution of the institute, college, school or other unit shall specify the number to be elected  
692 and their term in office, and they shall be elected at the same time and in the same manner as  
693 senators.

694  
695 e. A senator may designate anyone from the appropriate unit pool to serve as an alternate in the  
696 senator's absence by providing notice to the Clerk of the Senate prior to the commencement of  
697 any meeting of the University or Student Senate.

698  
699 f. All members elected to the Student Senate shall begin service on July 1 and shall serve for one  
700 year. Elected members of the Student Senate shall not serve more than four one-year terms, or  
701 any part thereof, in any six year period.

702

### 703 **3. Election and Duties of Officers**

704

#### 705 a. Election

706

707 The chair and vice chair shall be elected at a special spring semester session of the Student  
708 Senate attended only by student senators elected for the following year. The outgoing chair shall  
709 preside over the election. Non-senators and outgoing student senators may not be candidates for  
710 these positions. The chair and vice chair should not be from the same campus. In the event that  
711 no one is nominated for the vice chair position from a separate campus, the position will be open  
712 to all qualified members of the Student Senate. Terms of office shall be July 1 to June 30, and  
713 the person holding office is eligible for re-election.

714

#### 715 b. Duties of the Chair

716

717 The duties of the chair are (1) to be the official spokesperson of the Student Senate; (2) to set the  
718 Student Senate agenda, to be approved by the Student Consultative Committee; (3) to serve as  
719 the chair of the Student Consultative Committee; (4) to serve as the University's representative  
720 on the Student Advisory Council; and (5) to serve on central University advisory committees as  
721 needed, or to delegate student members for advisory committees.

722

#### 723 c. Duties of the Vice Chair

724

725 The duties of the vice chair are (1) to assume the duties of the chair in the event of an absence or  
726 incapacity of the chair; (2) to assume responsibilities delegated by the chair; (3) to submit to the  
727 Senate Office an annual budget request for the Student Senate and Student Consultative  
728 Committee, to be approved by the Student Consultative Committee at a spring semester meeting;  
729 (4) to organize an annual orientation for members of the Student Senate; (5) to ensure that the

730 Student Senate Handbook is updated and distributed; and (6) to serve as the vice chair of the  
731 Student Consultative Committee.

732

#### 733 **4. Removal for Neglect of Meetings**

734

735 a. A member of the Student Senate shall be said to have neglected a meeting if the member does  
736 not attend a meeting of the Student or University Senate, does not provide an alternate, or does  
737 not notify the Clerk of the impending absence.

738

739 b. A member of the Student Senate shall forfeit membership by neglecting two meetings of the  
740 Student or University Senate.

741

742 c. The Clerk of the Senate shall notify any member who will forfeit Student Senate membership  
743 by neglecting the next meeting of the University or Student Senate.

744

745 d. A member whose membership has been forfeited may appeal to the Student Consultative  
746 Committee for reinstatement.

747

### 748 **ARTICLE VI. COMMITTEES OF THE STUDENT SENATE (Changes to this article are** 749 **subject to vote only by the Student Senate)**

750

#### 751 **1. Committees, Subcommittees, and Special Committees**

752

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

759

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

769

770 c. Special Committees: Special committees may be created to study and make  
771 recommendations on special topics within the areas of concern to the Student Senate. Special  
772 committees may be created, charged, and terminated by the Student Senate, the Student

773 Consultative Committee, or committees of the Student Senate alone or jointly.  
774

775 **2. Eligibility for Membership**  
776

777 a. Students must be eligible to serve in the Student Senate to be eligible to serve on Student  
778 Senate standing committees.  
779

780 b. Individuals holding academic staff titles are eligible to serve as voting members of Student  
781 Senate committees even if they are not qualified for membership in the Senate, except that no  
782 individual holding a position carrying as any part of its title President, vice president, chancellor,  
783 provost, executive director, dean, counsel, attorney, controller, or chief of staff may serve as a  
784 voting member of a Student Senate committee, nor may the University Librarian or anyone who  
785 is a dean. Individuals with less than a one-third time appointment as assistant or associate dean  
786 shall be eligible to serve as a voting member of a Student Senate committee. Individuals whose  
787 appointment responsibilities are primarily faculty but who incidentally have an administrative  
788 title and responsibilities within an academic department or its equivalent are eligible to serve as  
789 voting members of Student Senate committees.  
790

791 c. No individual holding an academic staff title or a civil service title may serve on a Student  
792 Senate committee which includes among its ex officio members the University officer to whom  
793 the individual directly reports. If the Faculty Committee on Committees, Student Committee on  
794 Committees, or Civil Service Committee believes there is a reasonable potential for a conflict of  
795 interest for a prospective committee member from a unit on which a University officer from the  
796 same unit serves as an ex officio member, it should decline to appoint such an individual to a  
797 committee.  
798

799 d. In the event of a question about whether someone is eligible to serve on a Student Senate  
800 committee, the initial decision will be made by the Student Committee on Committees, with  
801 review by the Student Consultative Committee at its discretion.  
802

803 **3. Committee Procedures**  
804

805 a. Alternates or proxy voting are not permitted on Student Senate committees.  
806

807 b. All committees of the Student Senate shall keep minutes of their meetings and proceedings.  
808 Copies of these minutes shall be placed on file with the Clerk of the Senate and shall be available  
809 for inspection. Committee minutes must not contain information considered private or  
810 confidential under the provisions of state or federal law.  
811

812 c. Any committee of the Student Senate may be required, upon a majority vote of the members  
813 of the Student Senate present and voting, to report to the Student Senate at its next meeting.  
814

815 d. An ex officio member of any committee of the Student Senate shall not be entitled to vote as

816 a member of the committee, unless provided for in the Student Senate Rules.

817

818 e. Committees of the Student Senate shall have a policy of open meetings. Closed or executive  
819 sessions may be held only after approval by a two-thirds majority of the committee members  
820 present and voting. The committee shall keep a list of all topics discussed and actions taken in  
821 its closed meetings and incorporate that list in its minutes. Only committee members and others  
822 designated by the chair may remain in the meeting once a motion to close the meeting has been  
823 adopted.

824

825 f. A committee of the Student Senate shall have the authority to issue interpretations of Senate  
826 policies that it has previously introduced to the Student Senate and which the Student Senate and  
827 the administration have approved. The Student Consultative Committee may issue  
828 interpretations for any policy adopted by any committee that reports to the Student Senate.  
829 Those interpretations shall be considered part of the policy (1) once the interpretation has been  
830 reported for information at the next Student Senate meeting following committee approval of the  
831 interpretation, and (2) neither the Student Senate nor the President makes objection before or at  
832 that Student Senate meeting. The Student Senate may, by simple majority of those present and  
833 voting, vote not to approve the interpretation, in which case it is not part of the policy. If the  
834 President objects, the interpretation must be brought back at the following meeting for a vote by  
835 the Student Senate.

836

837 g. Committees of the Student Senate shall have the authority to take up matters of concern only  
838 to the Twin Cities campus, including the appointment of subcommittees to take up Twin Cities  
839 campus matters. When they do so, only the Twin Cities campus members of the committees  
840 may vote on any actions to be taken with respect to such matters.

841

842 h. Committees shall report to the Student Senate as provided by the Bylaws. Certain committees  
843 may have a secondary reporting line to another Senate, as provided in the Bylaws governing  
844 specific committees. The Senate to which a committee has a secondary reporting line may refer  
845 matters to the committee and call for reports and recommendations from the committee.

846

847 i. Additional general Rules for functions and operational procedures of all committees of the  
848 Student Senate shall be contained in the Rules for Committees of the Student Senate.

849

#### 850 **4. Removal of Committee Chairs and Committee members**

851

852 a. Committee chairs may be removed by a two-thirds vote of the Student Consultative  
853 Committee. Any committee chair who is to be the subject of a vote on removal may submit a  
854 statement to the Student Consultative Committee before a vote on removal is taken. There is no  
855 appeal from the decision of the Student Consultative Committee to remove a committee chair.  
856 Nothing in this section bars anyone from making use of the University's normal grievance  
857 processes for employees or students.

858

- 859 b. If the committee chair to be removed is a faculty member, the Student Consultative  
860 Committee will consult with the Faculty Consultative Committee before voting on removal. If  
861 the committee chair to be removed is an academic staff member, the Student Consultative  
862 Committee will consult with the Executive Committee of the Council of Academic Professionals  
863 and Administrators before voting on removal. If the committee chair or committee member is a  
864 civil service staff member, the Student Consultative Committee will consult with the Civil  
865 Service Committee before voting on removal. If the committee chair or committee member is an  
866 alumni representative, the Student Consultative Committee will consult with the President and  
867 the Director of the Alumni Association before voting on removal.  
868
- 869 c. Committee chairs may be removed from their position only on the grounds that they have  
870 failed to perform the duties required of a committee chair, they have obstructed the business of  
871 the Senate or its committee(s), they have violated the Board of Regents Code of Conduct, the  
872 University's Policy on Academic Misconduct, the Student Conduct Code, or because their  
873 continued service would cast doubt on the integrity and credibility of the work of the committee.  
874 Anyone removed as committee chair is automatically removed from membership on the  
875 committee.  
876
- 877 d. Student members of committees may be removed from a committee by a two-thirds vote of  
878 the Student Consultative Committee. Faculty, alumni, and ex officio members of a committee  
879 may be removed from a committee by a two-thirds vote of the Faculty Consultative Committee.  
880 If the committee member is an alumni representative, the Faculty Consultative Committee will  
881 consult with the President and the Director of the Alumni Association before voting on removal.  
882 If the committee member is an ex officio member, the Faculty Consultative Committee will  
883 consult with the appointing officer before voting on removal. Academic staff members may be  
884 removed from a committee by a two-thirds vote of the Council of Academic Professionals and  
885 Administrators. Civil Service members of a committee may be removed by a two-thirds vote of  
886 the Civil Service Committee.  
887
- 888 e. Committee members may be removed from a committee only on the grounds that they  
889 have prevented the committee from conducting its business, if they have violated the Board of  
890 Regents Code of Conduct, the University's Policy on Academic Misconduct, the Student  
891 Conduct Code, or because their continued service would cast doubt on the integrity and  
892 credibility of the work of the committee.  
893
- 894 f. Any committee member who is to be the subject of a vote on removal may submit a statement  
895 to the Student Consultative Committee before a vote on removal is taken. There is no appeal  
896 from the decision of the Student Consultative Committee on removing a committee member.  
897 Nothing in this section bars anyone from making use of the University's normal grievance  
898 processes for employees or students.  
899

900 g. The Student Senate shall have the authority, by a two-thirds majority vote, to remove its  
901 chair. The Student Consultative Committee shall also have the authority, by a two-thirds  
902 majority vote, to remove one of its members.

903

904 h. The provisions of this Section (4) may not be used to infringe on the academic  
905 freedom of committee chairs and committee members. Neither committee chairs nor committee  
906 members may be removed from their position because they express unpopular views.

907

908 i. Nothing in this section (4) shall affect the operation of Senate Rule , which provides  
909 for replacement of committee members who are repeatedly absent from meetings of their  
910 committees.

911

912 j. In all cases, the majorities required in this section (4) are two-thirds majorities of the  
913 full voting membership of the committee or Student Senate, as appropriate, not two-thirds of  
914 those present and voting.

915

916 **ARTICLE VII. ACADEMIC PROFESSIONAL ELECTIONS (Changes to this article are**  
917 **subject to vote only by the Council of Academic Professionals and Administrators)**

918

### 919 **1. Membership**

920

921 The Council of Academic Professionals and Administrators shall elect from their rank \_\_\_  
922 members to serve on the University Senate, for terms of three years.

923

### 924 **2. Election of Members**

925

926 For the purpose of electing representatives and alternate representatives, if any, to the University  
927 Senate, academic staff shall vote in units determined by the Council of Academic Professionals  
928 and Administrators.

929

### 930 **3. Vacancies**

931

932 Academic staff vacancies in the University Senate shall be filled in accordance with procedures  
933 determined by the Council of Academic Professionals and Administrators.

934

935 **ARTICLE VIII. CIVIL SERVICE ELECTIONS (Changes to this article are subject to**  
936 **vote only by the Civil Service Committee)**

937

### 938 **1. Membership and Election of Members**

939

940 a. The Civil Service membership shall elect from their rank \_\_\_ members to serve on the  
941 University Senate, for terms of three years.

942

- 943 b. The Civil Service Committee shall assemble a slate of candidates to serve on the University  
944 Senate. The composition of the slate shall be by area of representation, comprised of all areas,  
945 campuses, and central administration, to include a representative balance from across all civil  
946 service classifications, and shall reflect the same practices used to configure the Civil Service  
947 Committee.  
948
- 949 c. The Civil Service staff shall vote for candidates within their represented area.  
950
- 951 d. Elections to the University Senate shall be held no later than the 30th day of April. One third,  
952 or as near to one third as arithmetically possible, of the representatives shall be elected each year.  
953
- 954 e. All Civil Service members elected to the University Senate shall begin service on July 1 and  
955 shall serve for three years or until their successor shall be elected and qualified. Elected  
956 members of the University Senate shall not serve more than two consecutive terms, and shall be  
957 eligible for re-election only after a one-year interval of non-University Senate membership.  
958
- 959 f. To continue to serve in the University Senate, a Civil Service staff representative must  
960 continue to meet Civil Service eligibility requirements for the University Senate. Civil Service  
961 Senators who moves out of their area of representation during their term may serve out their term  
962 and continue to represent the former area of representation. To be reelected, they must be  
963 elected from their current area of representation.  
964
- 965 g. A University Senate representative may designate any eligible voting member from their  
966 appropriate area of representation to serve as an alternate in the representative's absence by  
967 providing notice to the Clerk of the Senate prior to the commencement of any meeting of the  
968 University Senate.  
969

## 970 **2. Non-Affiliation with a Voting Unit**

971

972 Any person eligible to vote for members of the University Senate under the provisions of the  
973 Senate Constitution, but not attached to an area of representation, may apply in writing to the  
974 Civil Service Committee for a determination of his or her status for voting for members of the  
975 University Senate. It shall be a duty of the Civil Service Committee to classify such a person  
976 with one of the areas of representation.  
977

## 978 **3. Vacancies**

979

980 Civil service vacancies in the University Senate shall be filled in accordance with procedures  
981 determined by the Civil Service Committee Bylaws.  
982  
983

4/19/04

1 **UNIVERSITY SENATE RULES**

2  
3 **ARTICLE I. RULES OF THE UNIVERSITY SENATE (Changes to this article are**  
4 **subject to vote only by the University Senate)**

5  
6 **1. Organization**

7  
8 The University Senate may determine its own organization, create committees whose  
9 membership need not be limited to members of the University Senate, and adopt procedural  
10 Rules for the conduct of its business.

11  
12 **2. Agenda and Minutes**

13  
14 The Senate Consultative Committee shall plan the agenda for any meeting of the University  
15 Senate, for which it serves as the executive and steering committee. This responsibility may be  
16 delegated to a Committee on Business and Rules, which the Senate Consultative Committee and  
17 Faculty Consultative Committee may jointly agree will be responsible for the agendas of the  
18 University and Faculty Senates. The agenda shall be prepared and distributed by the Clerk of  
19 the Senate. The agenda consists of items submitted for University Senate consideration by the  
20 Faculty Senate, the Student Senate, a campus assembly, the Faculty Consultative Committee, the  
21 Student Consultative Committee, the Council of Academic Professionals and Administrators, the  
22 Civil Service Committee, by any committee of the University Senate or campus assemblies, or  
23 by any member of the Senate. At the discretion of the Senate Consultative Committee, the Clerk  
24 of the Senate may be instructed to include additional items on the agenda for any regular meeting  
25 of the University Senate. Items for the docket must be delivered to the Clerk no later than two  
26 weeks prior to the date of each meeting.

27  
28 The minutes of the meetings of the University Senate shall be available to all faculty, academic  
29 staff, civil service staff, and students. The actions of Senate meetings shall be available in like  
30 manner.

31  
32 **3. Amendments to the Rules**

33  
34 Amendments to the University Senate Rules shall be made by a majority vote of the members of  
35 the University Senate present and voting at any meeting of the University Senate. However, the  
36 Rules cannot be amended to contravene either the Constitution or the Bylaws. If such a situation  
37 presents itself, a Constitutional or Bylaws amendment motion must be undertaken. Rules of  
38 Order (*Robert's Rules Newly Revised*) may be suspended by a two-thirds majority vote.

39  
40 **4. Seating**

41  
42 The meeting room shall provide a clear and definite area reserved for senators, and no non-  
43 senator (except authorized alternates, the Clerk and parliamentarian, and Senate staff) shall have  
44 access to this area without explicit permission from the chair. Senators and authorized alternates



45 shall be identified in order to permit their seating to ensure accurate voting.  
46

#### 47 **5. Recognition and Participation** 48

49 a. In deliberations, priority of recognition shall be given to senators over non-senators; speakers  
50 who have not spoken over those who have; alternation of pro and con on a specific issue.  
51

52 b. Any senator, upon recognition from the chair, may yield time in debate to a non-senator.  
53

54 c. In the event that a senator has yielded time to a non-senator, both shall be considered to have  
55 spoken.  
56

57 d. Speakers shall be limited to three minutes each time they are recognized.  
58

59 e. The member of a committee presenting an item on the docket who is not a member of the  
60 University Senate shall be extended all privileges associated with participation. These include  
61 making motions in areas related to the committee report. Such a person shall not be extended the  
62 privilege of voting.  
63

64 f. Members of committees of the University Senate who are not members of the University  
65 Senate shall have the privilege of speaking on reports of their committees before the University  
66 Senate.  
67

68 g. The usual Rules of germaneness and decorum shall apply to both senators and non-senators.  
69

#### 70 **6. Meeting Procedures** 71

72 a. The time limits specified on the agenda are the maximum time for debate or discussion. A  
73 motion to extend the limits of debate may be proposed on any agenda item.  
74

75 b. The University Senate may not consider any amendment to a motion appearing in the printed  
76 docket unless the person making the motion has submitted the proposed amendment in writing to  
77 the Clerk of the Senate at least 48 hours before the meeting. There are two exceptions to this  
78 rule. First, the person making the motion on the docket may accept, on the floor of the  
79 University Senate, amendments they consider to be friendly. Second, the University Senate may  
80 consider such an amendment if the majority of senators present vote to do so. Before any vote is  
81 taken to consider an amendment on the floor, the person offering it must present it in writing (or,  
82 if connected to the meeting electronically, must provide specific wording) to the Clerk.  
83

84 c. An item of new business presented at a meeting of the University Senate by an individual  
85 member shall be referred to the Senate Consultative Committee for consideration and  
86 presentation at the next regular meeting of the University Senate; but such an item of business  
87 may be considered and voted on at the meeting at which it is introduced by a two-thirds majority  
88 vote of the members of the University Senate present and voting on a motion for immediate

89 consideration (not debatable). An item on the agenda for information may be sent back to the  
 90 committee reporting it, for presentation as an item for action at a later meeting, by a simple  
 91 majority vote of the members of the University Senate present and voting; it may be considered  
 92 for action at the meeting at which it is reported for information by a two-thirds majority vote of  
 93 the members of the University Senate present and voting on a proposal for immediate  
 94 consideration as an item for action.

95

96 d. The motion to table shall be debatable.

97

98 e. At each meeting of the University Senate when the President is present, Questions to the  
 99 President shall be an item on the agenda.

100

101 f. In the case of a tie vote, the President shall be entitled to vote.

102

103 **ARTICLE II. RULES FOR COMMITTEES OF THE UNIVERSITY SENATE (Changes**  
 104 **to this article are subject to vote only by the University Senate)**

105

106 **1. Ex Officio Members of University Senate Committees**

107

108 Ex officio representation is accorded because of, or by virtue of, a specified office. An ex officio  
 109 member has rights of full participation except voting privileges unless otherwise indicated. Ex  
 110 officio administrative members shall be appointed from each of the offices as specified in the  
 111 following provisions and shall have the authority to designate someone to attend meetings in  
 112 their place. Committee chairs who serve ex officio on other committees may designate a  
 113 representative from their committees to attend in their place. The University Senate vice chair  
 114 may not designate an alternative representative to the Senate Consultative Committee.

115

116 - **Advisory Committee on Athletics**--Director of intercollegiate athletics; Director of Academic  
 117 Counseling; Director of Compliance

118

119 - **All-University Honors**--Office of the Senior Vice President for Academic Affairs and Provost;  
 120 Office of the Vice President for University Relations (three representatives, including one from  
 121 Alumni Relations and one from the University Development Office)

122

123 - **Disabilities Issues**--Office of the Senior Vice President for Academic Affairs and Provost (the  
 124 University ADA coordinator); Office of the Senior Vice President for System Administration  
 125 (Disability Services Office)

126

127 - **Equity, Access, and Diversity**--Office of the Senior Vice President for System Administration  
 128 (four representatives, one from the Office of Equal Opportunity and Affirmative Action, one  
 129 from the Office for Multicultural and Academic Affairs, one from the Office of University  
 130 Women, and one from the Gay, Lesbian, Bisexual, Transgender Programs Office)

131

132 - **Finance and Planning**--reports to both the University Senate and the Faculty Senate; ex officio

133 members are listed under Faculty Senate committees

134

135 - **Information Technologies**--Office of the Senior Vice President for Academic Affairs and  
136 Provost (two representatives, including the chief information officer); University Librarian, Twin  
137 Cities Campus; Chair of the Library Committee

138

139 - **Library**--Office of the Senior Vice President for Academic Affairs and Provost; University  
140 Librarian, Twin Cities campus; Director of Library Services, Crookston campus; Director of  
141 Libraries, Duluth campus; Library Director, Morris campus; Director of the Law Library, Twin  
142 Cities Campus; Chair of the Information Technologies Committee

143

144 - **Senate Consultative**--Vice chair of the University Senate (voting); past chair of the Faculty  
145 Consultative Committee (voting if not otherwise a voting member); Chair of the Finance and  
146 Planning Committee; elected representative from the Duluth faculty eligible to vote in Senate  
147 elections

148

149 - **Social Concerns**--Office of the Vice President for Finance (Asset Management); Office of the  
150 Senior Vice President for Academic Affairs and Provost (Office of Student Affairs); Office of  
151 the Senior Vice President for System Administration (Office of Equal Employment Opportunity  
152 and Affirmative Action)

153

154 - **Student Academic Integrity**--Office of the Senior Vice President for Academic Affairs and  
155 Provost (two representatives, including the Academic Integrity Officer)

156

157 - **Student Behavior**--Office of the Senior Vice President for Academic Affairs and Provost  
158 (Director, Student Judicial Affairs)

159

## 160 **2. Terms of Membership, Chairing of Committees, and Removal of Members for Absences**

161

162 a. Non-student appointments to committees of the University Senate shall be made for terms of  
163 three years, with appointments so adjusted that the terms of approximately one third of the  
164 members expire each year. Faculty and academic staff who hold a University position carrying  
165 as any part of its title President, vice president, chancellor, provost, executive director, counsel,  
166 non-faculty attorney, or chief of staff at a collegiate or central administrative level may not serve  
167 as a voting member of a University Senate committee, nor may the University Librarian or  
168 anyone who is a dean, except ex officio. Individuals with less than one-third-time appointments  
169 as assistant or associate deans may serve as voting members or chairs of University Senate  
170 committees.

171

172 b. Student appointments to committees of the University Senate shall be made for terms of one  
173 year. Student members of committees must be registered for at least six credits for each semester  
174 in the academic year. Graduate students who have completed course work and are not required  
175 to maintain continuous registration during interim periods of study in preparation for written and  
176 oral examinations must be certified by the individual department director of graduate studies.

177  
178 c. Terms of committee service begin July 1 and terminate June 30. No non-student member is  
179 eligible to serve more than two consecutive full three-year terms on any one committee, and shall  
180 be eligible for reappointment only after a one-year interval of nonmembership on that committee.  
181 No student member is eligible to serve more than four consecutive one-year terms on any one  
182 committee. No committee member is eligible to serve on more than two committees of the  
183 University Senate, the Faculty Senate, or the Student Senate at a time. These rotation procedures  
184 and limitations do not apply to ex officio representatives.

185  
186 d. Notwithstanding the preceding provisions, faculty, academic professionals, and civil service  
187 staff appointed to the four-year terms of membership on the Finance and Planning Committee  
188 shall be eligible to serve two consecutive four-year terms, for a total of eight years.

189  
190 e. Except where specified, the chair of each committee of the University Senate is appointed  
191 from the committee membership by whoever appoints the members of the committee. Chair  
192 appointments are for one-year terms, but chairs may be reappointed. An individual may chair  
193 only one committee of the University Senate, the Faculty Senate, or the Student Senate at a time.  
194 Terms of chairs begin July 1 and terminate June 30.

195  
196 f. A member of a committee (whether appointed or elected) of the University Senate shall be  
197 said to have been absent if the member does not attend a meeting for which notification was  
198 given. A non-student member of a committee of the University Senate shall forfeit membership  
199 if absent for three consecutive meetings of the committee unless excused by majority vote of the  
200 committee. A student member of a committee of the University Senate shall forfeit membership  
201 if absent for two meetings of the committee unless excused by majority vote of the committee.  
202 Summer meetings of a committee do not count in tallying consecutive absences from meetings.  
203 A member whose membership has been forfeited may appeal to the appropriate appointing  
204 authority for reinstatement.

205  
206 g. In those instances when a committee member makes arrangements to attend a meeting by  
207 teleconference or other technological means, and the necessary technology fails to work, that  
208 committee member will not be considered to be absent from the meeting.

### 209 **3. Leave Policy**

210  
211  
212 If a committee member plans to be on leave from the University or is, for any reason, absent  
213 from the University for more than one year, a new committee member shall be appointed to  
214 complete the term remaining. Members on leave for one year or less during the first two years of  
215 a three-year term shall be replaced by temporary appointment. Members absent in the final year  
216 of a term shall be replaced for the term remaining. Replacement procedures shall follow  
217 appointment procedures.

### 218 **4. Committee Support and Service**

219  
220

221 Staff support shall be funded by the Senate through funds administered by the Senate Budget  
222 Subcommittee. Staff support and services are interpreted as financial and employee assistance in  
223 research, data collection, record-keeping, and all aspects of secretarial services. A staff support  
224 person shall not be considered an ex officio member.  
225

## 226 **5. Support of University Governance**

227

228 Department chairs, deans, and faculties should recognize participation in University governance  
229 by faculty, academic staff, and civil service staff as an important and integral part of the  
230 individual's work load and supply necessary assistance and support for these activities.  
231

232 Similarly, faculty and administration should recognize student participation in University  
233 governance as an important and integral part of the participant's total University experience.  
234

235 Students who serve as chairs of certain University Senate committees should receive  
236 compensation; these committees will be identified by the Senate Consultative Committee.  
237

## 238 **6. Procedures for Committees of the University Senate**

239

240 a. Parliamentary authority for committees of the University Senate shall be *Robert's Rules of*  
241 *Order Newly Revised*, provided these *Rules* are not in conflict with the Senate Constitution or  
242 Bylaws. These *Rules* may be suspended by a two-thirds majority vote of those present and  
243 voting. Rules for Committees of the University Senate may be suspended by simple majority  
244 vote of those present and voting.  
245

246 b. A quorum shall be a majority of the members (not including vacant seats).  
247

248 c. Committee members may participate and vote in committee meetings through an electronic  
249 connection.  
250

251 d. The chair or a committee member who voted on the prevailing side, was absent, abstained, or  
252 did not vote may move, by electronic communication, that an action taken by the committee be  
253 reconsidered. The motion to reconsider, including a proposed disposition, must be made to or by  
254 the chair within two business days after the meeting was adjourned. Committee members must  
255 vote, by electronic communication, within two business days from the time the motion to  
256 reconsider was distributed. The number of votes cast on the motion must meet or exceed the  
257 requirement for a quorum; if that number is achieved, a two-thirds majority of those voting is  
258 needed for approval of the motion to reconsider.  
259

## 260 **ARTICLE III. RULES OF THE FACULTY SENATE (Changes to this article are subject** 261 **to vote only by the Faculty Senate)**

262

### 263 **1. Organization**

264

265 The Faculty Senate may determine its own organization, create committees whose membership  
266 need not be limited to members of the Faculty Senate, and adopt procedural Rules for the  
267 conduct of its business.  
268

## 269 **2. Agenda and Minutes**

270

271 The Faculty Consultative Committee shall plan the agenda for any meeting of the Faculty  
272 Senate, for which it serves as the executive and steering committee. This responsibility may be  
273 delegated to a Committee on Business and Rules, which the Senate Consultative Committee and  
274 Faculty Consultative Committee may jointly agree will be responsible for the agendas of the  
275 University and Faculty Senates. The agendas shall be prepared and distributed by the Clerk of  
276 the Senate. The agendas consist of items submitted for Faculty Senate consideration by the  
277 University Senate, the Student Senate, a campus assembly, the Senate Consultative Committee,  
278 the Student Consultative Committee, by any committee of the Faculty Senate or campus  
279 assemblies, or by any member of the Faculty Senate. At the discretion of the Faculty  
280 Consultative Committee, the Clerk of the Senate may be instructed to include additional items on  
281 the agenda for any regular meeting of the Faculty Senate. Items for the docket must be delivered  
282 to the Clerk no later than two weeks prior to the date of each meeting.  
283

284 The minutes of each Faculty Senate meeting shall be available to all faculty, academic staff, civil  
285 service staff, and students. The actions of Faculty Senate meetings shall be available in like  
286 manner.  
287

## 288 **3. Amendments to the Rules**

289

290 Amendments to the Faculty Senate Rules shall be made by a majority vote of the members of the  
291 Faculty Senate present and voting at any meeting of the Faculty Senate. However, the Rules  
292 cannot be amended to contravene either the Constitution or the Bylaws. If such a situation  
293 presents itself, a Constitutional or Bylaws amendment motion must be undertaken.  
294

## 295 **4. Seating**

296

297 The meeting room shall provide a clear and definite area reserved for senators, and no non-  
298 senator (except authorized alternates, the Clerk and parliamentarian, and Senate staff) shall have  
299 access to this area without explicit permission from the chair. Senators and authorized alternates  
300 shall be identified in order to permit their seating to ensure accurate voting.  
301

## 302 **5. Recognition and Participation**

303

304 a. In deliberations, priority of recognition shall be given to senators over non-senators; speakers  
305 who have not spoken over those who have; alternation of pro and con on a specific issue.  
306

307 b. Any senator, upon recognition from the chair, may yield time in debate to a non-senator.  
308

- 309 c. In the event that a senator has yielded time to a non-senator, both shall be considered to have  
310 spoken.  
311
- 312 d. Speakers shall be limited to three minutes each time they are recognized.  
313
- 314 e. The member of a committee presenting an item on the docket who is not a member of the  
315 Faculty Senate shall be extended all privileges associated with participation. These include  
316 making motions in areas related to the committee report. Such a person shall not be extended the  
317 privilege of voting.  
318
- 319 f. Members of committees of the Faculty Senate who are not members of the Faculty Senate  
320 shall have the privilege of speaking on reports of their committees before the Senate.  
321
- 322 g. The usual Rules of germaneness and decorum shall apply to both senators and non-senators.  
323

## 324 **6. Meeting Procedures**

- 325
- 326 a. The time limits specified on the agenda are the maximum time for debate or discussion. A  
327 motion to extend the limits of debate may be proposed on any agenda item.  
328
- 329 b. The Faculty Senate may not consider any amendment to a motion appearing in the printed  
330 docket unless the person making the motion has submitted the proposed amendment in writing to  
331 the Clerk of the Senate at least 48 hours before the meeting. There are two exceptions to this  
332 rule. First, the person making the motion on the docket may accept, on the floor of the Faculty  
333 Senate, amendments they consider to be friendly. Second, the Faculty Senate may consider such  
334 an amendment if the majority of senators present vote to do so. Before any vote is taken to  
335 consider an amendment on the floor, the person offering it must present it in writing (or, if  
336 connected to the meeting electronically, must provide specific wording) to the Clerk.  
337
- 338 c. An item of new business presented at a meeting of the Faculty Senate by an individual  
339 member shall be referred to the Faculty Consultative Committee for consideration and  
340 presentation at the next regular meeting of the Faculty Senate; but such an item of business may  
341 be considered and voted on at the meeting at which it is introduced by a two-thirds majority vote  
342 of the members of the Faculty Senate present and voting on a motion for immediate  
343 consideration (not debatable). An item on the agenda for information may be sent back to the  
344 committee reporting it, for presentation as an item for action at a later meeting, by a simple  
345 majority vote of the members of the Faculty Senate present and voting; it may be considered for  
346 action at the meeting at which it is reported for information by a two-thirds majority vote of the  
347 members of the Faculty Senate present and voting on a proposal for immediate consideration as  
348 an item for action.  
349
- 350 d. The motion to table shall be debatable.  
351
- 352 e. At each Faculty Senate meeting when the President is present, Questions to the President shall

353 be an item on the agenda.

354

355 f. In the case of a tie vote, the President shall be entitled to vote.

356

357 g. Standing Rules of the Faculty Senate may be suspended by simple majority vote. Rules of  
358 Order (*Robert's Rules Newly Revised*) may be suspended by a two-thirds majority vote.

359

360 **ARTICLE IV. RULES FOR COMMITTEES OF THE FACULTY SENATE (Changes to**  
361 **this article are subject to vote only by the Faculty Senate)**

362

363 **1. Ex Officio Members of Faculty Senate Committees**

364

365 Ex officio representation is accorded because of, or by virtue of, a specified office. An ex officio  
366 member has rights of full participation except voting privileges unless otherwise indicated. Ex  
367 officio administrative members shall be appointed from each of the offices as specified in the  
368 following provisions and shall have the authority to designate someone to attend meetings in  
369 their place. Committee chairs who serve ex officio on other committees may designate a  
370 representative from their committees to attend in their place. The Faculty Senate vice chair may  
371 not designate an alternative representative to the Faculty Consultative Committee.

372

373 - **Educational Policy**--Office of the Senior Vice President for Academic Affairs and Provost  
374 (two representatives, including the Vice Provost for Undergraduate Education); Dean of the  
375 Graduate School

376

377 - **Faculty Academic Oversight Committee for Intercollegiate Athletics**--Director of  
378 Academic Counseling; Director of Compliance

379

380 - **Faculty Affairs**--Office of the Senior Vice President for Academic Affairs and Provost;  
381 representative of the University of Minnesota Retirees Association; Office of the Vice President  
382 for Human Resources (two representatives, including one from Employee Benefits); Chair of the  
383 Tenure Committee

384

385 - **Faculty Consultative**--Vice chair of the Faculty Senate (voting), past chair, Faculty  
386 Consultative Committee (voting, if not otherwise a voting member); Chairs of the Academic  
387 Health Center Faculty Consultative Committee, Educational Policy, Faculty Affairs, Finance and  
388 Planning, and Research Committees; elected representative from the Duluth faculty eligible to  
389 vote in Senate elections; Faculty Legislative Liaison(s)

390

391 - **Finance and Planning**--Office of the Senior Vice President for Academic Affairs and Provost  
392 (two representatives); Office of the Vice President for Finance (two representatives, including  
393 one from the Controller's Organization); Office of the Vice President for University Services;  
394 Chair of the Academic Health Center Finance and Planning Subcommittee

395

396 - **Research**--Office of the Senior Vice President for Academic Affairs and Provost (two



397 representatives, including the Director of Agricultural Experiment Stations); Office of the Vice  
398 President for Finance; Office of the Senior Vice President for Health Sciences; Vice President  
399 for Research; University Librarian; Director of Compliance

400

401 - **Tenure**--Chair of the Faculty Affairs Committee; Office of the Senior Vice President for  
402 Academic Affairs and Provost; Office of the Vice President for Human Resources

403

## 404 **2. Terms of Membership, Chairing of Committees, and Removal of Members for Absences**

405

406 a. Non-student appointments to committees of the Faculty Senate shall be made for terms of  
407 three years, with appointments so adjusted that the terms of approximately one third of the  
408 members expire each year. Faculty and academic staff who hold a University position carrying  
409 as any part of its title President, vice president, chancellor, provost, executive director, counsel,  
410 non-faculty attorney, or chief of staff at a collegiate or central administrative level may not serve  
411 as a voting member of a Faculty Senate committee, nor may the University Librarian nor anyone  
412 who is a dean, except ex officio. Individuals with less than one-third-time appointments as  
413 assistant or associate deans may serve as voting members and chairs of Faculty Senate  
414 committees.

415

416 b. Student appointments to committees of the Faculty Senate shall be made for terms of one  
417 year. Student members of committees must be registered for at least six credits for each semester  
418 in the academic year. Graduate students who have completed course work and are not required  
419 to maintain continuous registration during interim periods of study in preparation for written and  
420 oral examinations must be certified by the individual department director of graduate studies.

421

422 c. Terms of committee service begin July 1 and terminate June 30. No non-student member is  
423 eligible to serve more than two consecutive full three-year terms on any one committee, and shall  
424 be eligible for reappointment only after a one-year interval of nonmembership on that committee.  
425 No student member is eligible to serve more than four consecutive one-year terms on any one  
426 committee. No committee member is eligible to serve on more than two committees of the  
427 University Senate, the Faculty Senate, and the Student Senate at a time. These rotation  
428 procedures and limitations do not apply to ex officio representatives.

429

430 d. Notwithstanding the preceding provisions, faculty, academic staff, and civil service staff  
431 appointed to the four-year terms of membership on the Finance and Planning Committee shall be  
432 eligible to serve two consecutive four-year terms, for a total of eight years.

433

434 e. Except where specified, the chair of each committee of the Faculty Senate is appointed from  
435 the committee membership by whomever appoints the members of the committee. Chair  
436 appointments are for one-year terms, but chairs may be reappointed. An individual may chair  
437 only one committee of the University Senate, the Faculty Senate, or the Student Senate at a time.  
438 Terms of chairs begin July 1 and terminate June 30.

439

440 f. A member of a committee (whether appointed or elected) of the Faculty Senate shall be said

441 to have been absent if the member does not attend a meeting for which notification was given. A  
442 non-student member of a committee of the Faculty Senate shall forfeit membership if absent for  
443 three consecutive meetings of the committee unless excused by majority vote of the committee.  
444 A student member of a committee of the Faculty Senate shall forfeit membership if absent for  
445 two meetings of the committee unless excused by majority vote of the committee. Summer  
446 meetings of a committee do not count in tallying consecutive absences from meetings. A  
447 member whose membership has been forfeited may appeal to the appropriate appointing  
448 authority for reinstatement.

449  
450 g. In those instances when a committee member makes arrangements to attend a meeting by  
451 teleconference or other technological means, and the necessary technology fails to work, that  
452 committee member will not be considered to be absent from the meeting.

453

### 454 **3. Leave Policy**

455

456 If a committee member plans to be on leave from the University or is, for any reason, absent  
457 from the University for more than one year, a new committee member shall be appointed to  
458 complete the term remaining. Members on leave for one year or less during the first two years of  
459 a three-year term shall be replaced by temporary appointment. Members absent in the final year  
460 of a term shall be replaced for the term remaining. Replacement procedures shall follow  
461 appointment procedures.

462

### 463 **4. Committee Support and Service**

464

465 Staff support shall be funded by the Senate through funds administered by the Senate Budget  
466 Subcommittee. Staff support and services are interpreted as financial and employee assistance in  
467 research, data collection, record-keeping, and all aspects of secretarial services. A staff support  
468 person shall not be considered an ex officio member.

469

### 470 **5. Support of University Governance**

471

472 Department chairs, deans, and faculties should recognize participation in University governance  
473 by faculty, academic staff, and civil service staff as an important and integral part of the  
474 individual's work load and supply necessary assistance and support for these activities.  
475 Similarly, faculty and administration should recognize student participation in University  
476 governance as an important and integral part of the participant's total University experience.

477

478 Central administration should fund stipends for the faculty chairs of the Consultative, Judicial,  
479 Educational Policy, Finance and Planning, Faculty Affairs, and Research committees.

480

### 481 **6. Procedures for Committees of the Faculty Senate**

482

483 a. Parliamentary authority for committees of the Faculty Senate shall be *Robert's Rules of Order*  
484 *Newly Revised*, provided these *Rules* are not in conflict with the Senate Constitution or Bylaws.

485 These *Rules* may be suspended by a two-thirds majority vote of those present and voting. Rules  
486 for Committees of the Faculty Senate may be suspended by simple majority vote of those present  
487 and voting.

488

489 b. A quorum shall be a majority of the members (not including vacant seats).

490

491 c. Committee members may participate and vote in committee meetings through an electronic  
492 connection.

493

494 d. The chair or a committee member who voted on the prevailing side, was absent, abstained, or  
495 did not vote may move, by electronic communication, that an action taken by the committee be  
496 reconsidered. The motion to reconsider, including a proposed disposition, must be made to or by  
497 the chair within two business days after the meeting was adjourned. Committee members must  
498 vote, by electronic communication, within two business days from the time the motion to  
499 reconsider was distributed. The number of votes cast on the motion must meet or exceed the  
500 requirement for a quorum; if that number is achieved, a two-thirds majority of those voting is  
501 needed for approval of the motion to reconsider.

502

503 **ARTICLE V. RULES OF THE STUDENT SENATE (Changes to this article are subject**  
504 **to vote only by the Student Senate)**

505

506 **1. Organization**

507

508 The Student Senate may determine its own organization, create committees whose membership  
509 need not be limited to members of the Student Senate, and adopt procedural Rules for the  
510 conduct of its business.

511

512 **2. Agenda and Minutes**

513

514 The Student Consultative Committee shall plan the agenda for any meeting of the Student  
515 Senate. This responsibility may be delegated to a committee. The agenda shall be distributed by  
516 the Clerk of the Senate. The agenda consists of items submitted for Student Senate consideration  
517 by the University Senate, the Faculty Senate, a campus assembly, the Senate Consultative  
518 Committee, the Faculty Consultative Committee, the Student Consultative Committee, the  
519 Council of Academic Professionals and Administrators, the Civil Service Committee, by any  
520 committee of the Student Senate or campus assemblies, or any member of the Student Senate.  
521 The Student Consultative Committee may include additional items on the agenda for any regular  
522 meeting of the Student Senate. Items for the docket must be delivered to the Clerk no later than  
523 two weeks prior to the date of each meeting.

524

525 The minutes of the meetings of the Student Senate shall be available to all faculty, academic  
526 staff, civil service, staff, and students. The actions of Student Senate meetings shall be available  
527 in like manner.

528

**529 3. Amendments to the Rules**

530

531 Amendments to the Student Senate Rules shall be made by a majority vote of the members of the  
532 Student Senate present and voting at any meeting of the Student Senate. However, the Rules  
533 cannot be amended to contravene either the Constitution or the Bylaws. If such a situation  
534 presents itself, a Constitutional or Bylaws amendment motion must be undertaken.

535

**536 4. Seating**

537

538 The meeting room shall provide a clear and definite area reserved for senators, and no non-  
539 senator (except authorized alternates and Senate staff) shall have access to this area without  
540 explicit permission from the chair. Senators and authorized alternates shall be identified in order  
541 to permit their seating to ensure accurate voting.

542

**543 5. Recognition and Participation**

544

545 a. In deliberations, priority of recognition shall be given to senators over non-senators; speakers  
546 who have not spoken over those who have; alternation of pro and con on a specific issue.

547

548 b. Any senator, upon recognition from the chair, may yield time in debate to a non-senator.

549

550 c. In the event that a senator has yielded time to a non-senator, both shall be considered to have  
551 spoken.

552

553 d. Speakers shall be limited to three minutes each time they are recognized.

554

555 e. The member of a committee presenting an item on the docket who is not a member of the  
556 Student Senate shall be extended all privileges associated with participation. These include  
557 making motions in areas related to the committee report. Such a person shall not be extended the  
558 privilege of voting.

559

560 f. Members of committees of the Student Senate who are not members of the Student Senate  
561 shall have the privilege of speaking on reports of their committees before the Student Senate.

562

563 g. The usual Rules of germaneness and decorum shall apply to both senators and non-senators.

564

**565 6. Meeting Procedures**

566

567 a. The time limits specified on the agenda are the maximum time for debate or discussion. A  
568 motion to extend the limits of debate may be proposed on any agenda item.

569

570 b. The Student Senate may not consider any amendment to a motion appearing in the printed  
571 docket unless the person making the motion has submitted the proposed amendment in writing to

572 the Clerk of the Senate at least 48 hours before the meeting. There are two exceptions to this  
573 rule. First, the person making the motion on the docket may accept, on the floor of the Student  
574 Senate, amendments they consider to be friendly. Second, the Student Senate may consider such  
575 an amendment if the majority of senators present vote to do so. Before any vote is taken to  
576 consider an amendment on the floor, the person offering it must present it in writing (or, if  
577 connected to the meeting electronically, must provide specific wording).

578  
579 c. An item of new business presented at a meeting of the Student Senate by an individual  
580 member shall be referred to the Student Consultative Committee for consideration and  
581 presentation at the next regular meeting of the Student Senate; but such an item of business may  
582 be considered and voted on at the meeting at which it is introduced by a two-thirds majority vote  
583 of the members of the Student Senate present and voting on a motion for immediate  
584 consideration (not debatable). An item on the agenda for information may be sent back to the  
585 committee reporting it, for presentation as an item for action at a later meeting, by a simple  
586 majority vote of the members of the Student Senate present and voting; it may be considered for  
587 action at the meeting at which it is reported for information by a two-thirds majority vote of the  
588 members of the Student Senate present and voting on a proposal for immediate consideration as  
589 an item for action.

590  
591 d. The motion to table shall be debatable.

592  
593 e. Standing Rules of the Student Senate may be suspended by simple majority vote. Rules of  
594 Order (*Robert's Rules Newly Revised*) may be suspended by a two-thirds majority vote.

595  
596 **ARTICLE VI. RULES FOR COMMITTEES OF THE STUDENT SENATE (Changes to**  
597 **this article are subject to vote only by the Student Senate)**

598  
599 **1. Ex Officio Members of Student Senate Committees**

600  
601 Ex officio representation is accorded because of, or by virtue of, a specified office. An ex officio  
602 member has rights of full participation except voting privileges unless otherwise indicated. Ex  
603 officio administrative members shall be appointed from each of the offices as specified in the  
604 following provisions and shall have the authority to designate someone to attend meetings in  
605 their place. Committee chairs or members who serve ex officio on other committees may  
606 designate another representative from their committees to attend in their place.

607  
608 - **Student Affairs**--Office of Senior Vice President for Academic Affairs and Provost (Office of  
609 Student Affairs); Office of the Vice President for University Relations

610  
611 - **Student Consultative**--Student Member of the Educational Policy Committee, Student  
612 Member of the Finance and Planning Committee, and Student Member of the Student Affairs  
613 Committee. (All are chosen at the discretion of the Student Senate Consultative Committee.)

614

**615 2. Terms of Membership, Chairing of Committees, and Removal of Members for Absences**

616

617 a. Non-student appointments to committees of the Student Senate shall be made for terms of  
618 three years, with appointments so adjusted that the terms of approximately one third of the  
619 members expire each year. Faculty and academic staff who hold a University position carrying  
620 as any part of its title President, vice president, chancellor, provost, executive director, counsel,  
621 non-faculty attorney, or chief of staff at a collegiate or central administrative level may not serve  
622 as a voting member of a Student Senate committee, nor may the University Librarian nor anyone  
623 who is a dean, except ex officio. Individuals with less than one-third-time appointments as  
624 assistant or associate deans may serve as voting members of Student Senate committees.

625

626 b. Student appointments to committees of the Student Senate shall be made for terms of one  
627 year. Student members of committees must be registered for at least six credits for each semester  
628 in the academic year. Graduate students who have completed course work and are not required  
629 to maintain continuous registration during interim periods of study in preparation for written and  
630 oral examinations must be certified by the individual department director of graduate studies.

631

632 c. Terms of committee service begin July 1 and terminate June 30. No non-student member is  
633 eligible to serve more than two consecutive full three-year terms on any one committee, and shall  
634 be eligible for reappointment only after a one-year interval of nonmembership on that committee.  
635 No student member is eligible to serve more than four consecutive one-year terms on any one  
636 committee. No committee member is eligible to serve on more than two committees of the  
637 University Senate, the Faculty Senate, or the Student Senate at a time. These rotation procedures  
638 and limitations do not apply to ex officio representatives.

639

640 d. Except where specified, the chair of each committee of the Student Senate is appointed from  
641 the committee membership by whoever appoints the members of the committee. Chair  
642 appointments are for one-year terms, but chairs may be reappointed. An individual may chair  
643 only one committee of the University Senate, the Faculty Senate, or the Student Senate at a time.  
644 Terms of chairs serve begin July 1 and terminate June 30.

645

646 e. A member of a committee (whether appointed or elected) of the Student Senate shall be said  
647 to have been absent if the member does not attend a meeting for which notification was given. A  
648 non-student member of a committee of the Student Senate shall forfeit membership if absent for  
649 three consecutive meetings of the committee unless excused by majority vote of the committee.  
650 A student member of a committee of the Student Senate shall forfeit membership if absent for  
651 two meetings of the committee unless excused by majority vote of the committee. Summer  
652 meetings of a committee do not count in tallying consecutive absences from meetings. A  
653 member whose membership has been forfeited may appeal to the appropriate appointing  
654 authority for reinstatement.

655

656 f. In those instances when a committee member makes arrangements to attend a meeting by  
657 teleconference or other technological means, and the necessary technology fails to work, that  
658 committee member will not be considered to be absent from the meeting.

659

**660 3. Committee Support and Service**

661

662 Staff support shall be funded by the Senate through funds administered by the Senate Budget  
663 Subcommittee. Staff support and services are interpreted as financial and employee assistance in  
664 research, data collection, record-keeping, and all aspects of secretarial services. A staff support  
665 person shall not be considered an ex officio member.

666

**667 4. Support of University Governance**

668

669 Faculty and administration should recognize student participation in University governance as an  
670 important and integral part of the participant's total University experience.

671

672 Students who serve as chairs of certain Student Senate committees should receive compensation;  
673 these committees will be identified by the Senate Consultative Committee.

674

**675 5. Procedures for Committees of the Student Senate**

676

677 a. Parliamentary authority for committees of the Student Senate shall be *Robert's Rules of Order*  
678 *Newly Revised*, provided these *Rules* are not in conflict with the Senate Constitution or Bylaws.  
679 These *Rules* may be suspended by a two-thirds majority vote of those present and voting. Rules  
680 for Committees of the Student Senate may be suspended by simple majority vote of those present  
681 and voting.

682

683 b. A quorum shall be a majority of the members (not including vacant seats).

684

685 c. Committee members may participate and vote in committee meetings through an electronic  
686 connection.

687

688 d. The chair or a committee member who voted on the prevailing side, was absent, abstained, or  
689 did not vote may move, by electronic communication, that an action taken by the committee be  
690 reconsidered. The motion to reconsider, including a proposed disposition, must be made to or by  
691 the chair within two business days after the meeting was adjourned. Committee members must  
692 vote, by electronic communication, within two business days from the time the motion to  
693 reconsider was distributed. The number of votes cast on the motion must meet or exceed the  
694 requirement for a quorum; if that number is achieved, a two-thirds majority of those voting is  
695 needed for approval of the motion to reconsider.