

Minutes*

**Senate Consultative Committee
Thursday, November 18, 2010
3:00 – 4:30
Room 238A Morrill Hall**

Present: Kathryn VandenBosch (chair), Aaron Carlson, Nancy Carpenter, Christopher Cramer, Nancy Ehlke, Barbara Elliott, Michael Hancher, Thomas Haarstick, Russell Luepker, Jonathan Lundberg, Jan McCulloch, Luke Nichols, Terrance Paape, Steven Pearthree, Sarah Waldemar

Absent: Nick Bergantine, Peter Bitterman, Thomas Brothen, Don Cavalier, Carol Chomsky, Shawn Curley, Bree Dalager, Marti Hope Gonzales, Jeffrey Kahn, Michael Oakes, Francis Strahan

Guests: Dr. Tim Sheldon (Chair, Senate Committee on Social Concerns)

Others: none

[In these minutes: (1) resolution on personal floating holiday for academic employees; (2) docket approval; (3) committee business; (4) protocols; (5) reorganization policy]

1. Resolution on Personal Floating Holiday for Academic Employees

Professor VandenBosch convened the meeting at 3:00 and welcomed Dr. Sheldon to the meeting to discuss a resolution concerning the personal floating holiday for academic employees.

Dr. Sheldon reported that the Social Concerns Committee has discussed the issue for the past several months. A question arose because academic employees (i.e., faculty and P&A staff) with minority religious beliefs are unable to recognize those beliefs without using vacation time. Civil service employees have a floating holiday that they may take at any time; academic employees must take the personal floating holiday between Christmas and the Martin Luther King holiday. The Social Concerns Committee is recommending that University policy permit academic employees to use their personal floating holiday at any time during the year.

Professor VandenBosch inquired what points the discussion had brought up. Dr. Sheldon said there were three points: (1) it was a matter of fairness to people of other religious faiths; (2) it was thought this would be an accounting nightmare, but the University is finding out it can handle absences, given the upcoming furloughs, because people are arranging to get their work done; and (3) the coordinate campuses do not follow the same practice of restricting use of the personal floating holiday, so the committee said that if it can be done at other campuses, it can be done at Rochester and the Twin Cities as well.

* These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions, or actions reported in these minutes represents the views of, nor are they binding on, the Senate, the Administration, or the Board of Regents.

The Committee suggested to Dr. Sheldon that before the resolution can go to the University Senate, it should be made clear that it is not focused on using the personal floating holiday for religious observances (although that may have been the instigation for the proposal) and that it identify more clearly which employees are covered. Dr. Sheldon agreed to make revisions; the Committee agreed that it would be placed on the February Senate docket.

Professor VandenBosch thanked Dr. Sheldon for joining the meeting.

2. Docket Approval

The Committee reviewed the docket of the December 2, 2010, University Senate meeting and approved it unanimously.

3. Committee Business

Professor VandenBosch recalled the ad hoc committee report recommending certain reorganization of senate committees. She and Professor Cramer will meet with the chair of the Committee on Committees, which has responsibility for committee reorganization. She also suggested an ad hoc subcommittee to review the Student Affairs Committee; the subcommittee would include Ms. Courtney from the Senate office, the co-chairs of Student Affairs, a representative from the Office of Student Affairs, perhaps another faculty member and three or four students. It was agreed that Mr. Carlson would notify her who would serve; all four of the students at this meeting agreed to do so.

4. Protocols

The Committee reviewed a set of protocols for conducting its business. All were approved; they will be placed on the docket of the University Senate for information in February.

1. MAILINGS AND USE OF EMAIL LISTS

A. SENATE GOVERNANCE SYSTEM USE OF UNIVERSITY FACULTY EMAIL LISTS

1. The number of messages from Senate governance to faculty through general faculty email lists should be limited. Such communications should be used for only the most important matters.
2. Official notices of Senate and other governance meetings may be sent via the appropriate faculty lists by the Senate office without further approval.
3. The following may be sent via a general faculty email list if approved by the chair of the Faculty Consultative Committee (FCC) or, if he or she is unavailable, by the vice chair of the FCC or the vice chair of the Senate.
 - a. Messages from the FCC.
 - b. Messages from Senate committee chairs.
 - c. Messages from Senate task forces, working groups, temporary committees, and similar bodies.
 - d. Messages from the Faculty Legislative Liaison.

4. Messages from any other source will not be sent to faculty by governance system participants or staff via a general faculty email list.

Approved by the Faculty Consultative Committee 9/30/10

B. USE OF SENATE MAILING AND EMAIL LISTS FOR DISTRIBUTION OF MATERIALS

1. Use of Senate email and mailing lists is to be limited to official business, as detailed below. Any person may contact Senate or committee members using the identifying and contact information provided on the Senate website (names of Senate members by college, and names, departments, and email addresses of committee members)

2. Senates

a. Materials may be sent to University or Faculty Senate members through the Senate office (by paper or email) only if forwarded by a Senate committee or approved by the chair of the Senate Consultative Committee or, if he or she is unavailable, by the vice chair of the Faculty Consultative Committee or the vice chair of the Senate. Materials may be sent to Student Senate members through the Senate office (by paper or email) only if forwarded by a Senate committee or approved by the chair of the Student Senate Consultative Committee or, if he or she is unavailable, by the vice chair of the Student Senate Consultative Committee.

b. Senate staff members are authorized to send out meeting notices and agendas without explicit authorization from the chair of the Senate Consultative Committee for the University and Faculty Senates and from the chair of the Student Senate Consultative Committee for the Student Senate.

c. Mailing labels or membership lists with addresses will be provided to any groups or individuals only if the materials to be sent meet the standard of 1(a), except that the membership list of incoming student senators will be distributed each spring to incoming Student Senate members prior to the Student Senate chair election.

d. The Student Senate Consultative Committee will decide the appropriate use of the email lists and mailing labels for the Student Senate.

3. Senate Committees

Senate staff members will distribute communications to the members of Senate committees as requested by the chair or any member of that committee. Senate staff members will distribute agendas and meeting notices to committee members and may in their discretion distribute other materials they deem relevant to committee business. Requests made by others to distribute materials to a Senate committee must be approved by the committee chair.

4. Materials for the Senate

A member of a Senate, or individuals invited to speak to a Senate on a matter on the docket, may ask that materials be duplicated and distributed at a Senate meeting. The chair of the Senate Consultative Committee may, at his or her discretion, decline to permit materials to be distributed to the University or

Faculty Senate if they are deemed inappropriate or irrelevant to the docket item; the chair of the Student Senate Consultative Committee may, at his or her discretion, decline to permit materials to be distributed to the Student Senate if they are deemed inappropriate or irrelevant to the docket item.

C. EXCEPTIONS

The Chair of the Senate Consultative Committee shall have the authority to approve distribution of material not authorized by this policy for the University and Faculty Senate; the Chair of the Student Senate Consultative Committee shall have authority to make exceptions to this policy for the Student Senate.

Originally approved the Senate Consultative Committee 5/2/02

Approved as amended by the Senate Consultative Committee for the University Senate 11/18/10

Section A originally approved unanimously by the Faculty Consultative Committee 4/24/97

Approved as amended by the Faculty Consultative Committee for the Faculty Senate 9/30/10

2. APPOINTMENT OF SUBCOMMITTEES OF SENATE COMMITTEES

1. Senate committees may by majority vote appoint standing or temporary subcommittees to handle matters that fall within their jurisdiction. Staffing for such subcommittees will be determined in consultation with the chair of the Faculty Consultative Committee and the Senate office; staff support will usually be limited to arranging meetings (locations and times) and duplication of materials.

At least one member of each subcommittee shall be a member of the parent committee to ensure adequate communication between the subcommittee and the parent committee.

At the start of each academic year, each committee should determine whether existing standing subcommittees continue to be needed and whether existing temporary subcommittees are completing their work in a timely fashion.

2. Subcommittees may be appointed in any manner the appointing committee deems appropriate. One of the following three methods is typically used.

a. The chair of the appointing committee suggests names to the other committee members and committee members suggest additional names. The appointing committee approves, by email vote or by vote at a meeting, the makeup of the subcommittee.

b. The appointing committee asks the Committee on Committees to appoint subcommittee members.

c. The appointing committee works in concert with the Committee on Committees to appoint subcommittee members.

3. The appointing committee will provide a written charge to its subcommittee, including its expected duration, deadlines, and reporting responsibilities. The appointing committee may delegate the responsibility for writing the charge to the chair of the appointing committee.
4. Senate committees may appoint joint subcommittees. The chairs of the appointing Senate committees will obtain the approval of the parent committees for the charge and members to be appointed. The appointing committees may agree to delegate the responsibility for identification of joint subcommittee members and chairs to the Committee on Committees.
5. Funding for the work of a subcommittee, if more than nominal, requires approval of the Senate Budget Committee. If there is any doubt, the chair of the Senate Consultative Committee shall determine if a proposed expenditure is more than "nominal."

Originally approved by the Chair of the Senate Consultative Committee Fall, 1999

Approved as amended by the Senate Consultative Committee for University Senate committees 11/18/10

Approved as amended by the Faculty Consultative Committee for Faculty Senate committees 9/30/10

3. ATHLETIC TICKETS FOR SENATE COMMITTEE MEMBERS

In accordance with the bylaws establishing the Advisory Committee on Athletics and the Faculty Academic Oversight Committee for Intercollegiate Athletics and the Faculty Athletics Representatives:

1. Because the Faculty Athletics Representatives (FARs) are expected to have a close relationship with the athletes, coaches, and administrators of the Department of Intercollegiate Athletics, each FAR may receive up to 2 complementary season tickets to all athletic events and to travel with teams (with the expenses paid by the Department of Intercollegiate Athletics).
2. The Advisory Committee on Athletics is expected to advise on all non-academic aspects of the athletic program. Because the members are encouraged to attend athletic events of the University teams, each member may receive up to 2 tickets to a single event in each sport on a complementary basis. All members, including non-employee members of the committee, may purchase season or individual tickets at the rate for University faculty and employees.
3. The Faculty Oversight Committee on Intercollegiate Athletics is primarily responsible for the academic progress of students in the athletics programs. The Department of Intercollegiate Athletics may not provide complementary tickets to the members of this committee.
4. The President may invite members of the two committees or of other governance bodies of the University to attend athletic events as the President's guest. In the case of post-season competition, the rules of the appropriate conference will apply.

Originally approved unanimously by the Faculty Assembly Steering Committee 7/12/00

Approved as amended by the Senate Consultative Committee for the Advisory Committee on Athletics
11/18/10

Approved as amended by the Faculty Consultative Committee for the Faculty Academic Oversight
Committee for Intercollegiate Athletics 9/30/10

4. COMMITTEE CHAIRS PRO TEM

When a committee chair must be absent from a meeting, he or she will identify an individual to serve as chair pro tem. In most instances, the chair pro tem will be another voting member of the committee. If the chair deems it appropriate, he or she may ask any voting or ex officio member of a Senate committee to serve as chair pro tem of a meeting. No one who holds an administrative appointment that would make him or her ineligible to serve as a voting member of the Senate or as a voting member of the committee may serve as chair pro tem.

Adopted by the Senate Consultative Committee for University Senate committees 11/18/10

Adopted by the Faculty Consultative Committee for Faculty Senate committees 9/30/10

5. EFFECT OF COMMITTEE MEMBER CANDIDACY FOR AN ADMINISTRATIVE POST AT THE LEVEL OF DEAN OR ABOVE

1a. Faculty Consultative Committee Chair or Vice Chair

It is necessary to avoid any appearance of biased judgment by the FCC chair and vice-chair because of their unique positions as faculty spokespersons. In order to avoid a conflict of interest, or the appearance of a conflict of interest, when someone serving as chair or vice chair of FCC becomes a candidate for an administrative position at the level of dean or above, that individual shall inform the FCC of his or her candidacy and shall step down from the chair or vice chair position for the remainder of his or her term of office and will then be governed by the provisions in paragraph 1b (although confidentiality of the candidacy will not be possible). This rule applies whether the person applied for the position or is a candidate as a result of nomination and does not withdraw, because the potential for conflict is the same. If someone is briefly a candidate because nominated by someone else, but withdraws, the individual is not a candidate in the meaning of this rule.

1b. Elected member of the Faculty Consultative Committee

If an elected member of the FCC becomes a candidate for an administrative position at the level of dean or above, that individual shall inform the chair and vice-chair of the FCC. The information shall be considered confidential unless the individual becomes a finalist for the position. During the pendency of the application, the chair of the FCC, with the advice of the vice-chair, may require the FCC member to suspend participation in FCC proceedings on particular matters based on the existence of a conflict of interest or the appearance of a conflict of interest. If the individual becomes a finalist for the administrative position, he or she must temporarily suspend participation in all FCC business until the

search process is complete. If selected for the administrative post, he or she must resign from the FCC unless the post is declined.

Sections 1a and 1b approved by the Faculty Consultative Committee 9/30/10

2. All Other Senate Committee Chairs

For chairs of all University Senate and Faculty Senate committees, there is a similar need to avoid real or apparent conflicts of interest (handling something during the pendency of their application where their judgment might appear to be compromised by their desire to be hired into the administrative position) but the potential for conflict is significantly lower than for the FCC chair and vice-chair. If the chair of a Senate committee becomes a candidate for an administrative position at the level of dean or above, that individual must inform the faculty membership of that Senate committee and the FCC of the candidacy. The information shall be considered confidential unless the committee chair becomes a finalist for the position.

The committee chair should be sensitive to the potential for conflict of interest and while a candidate for the position should not participate in any matter presenting such a conflict. During the pendency of the application, the chair of the FCC, with the advice of the FCC, may require the Senate committee chair to suspend attendance at committee proceedings based on the existence of a conflict of interest or the appearance of a conflict of interest.

If a Senate committee chair becomes a finalist for an administrative position at the level of dean or above, the chair must temporarily suspend participation in all committee activity until the search process is complete. If selected for the administrative post, he or she must resign from the Senate committee.

Adopted by the Senate Consultative Committee for University Senate Committees 11/18/10

Adopted by the Faculty Consultative Committee for Faculty Senate Committees 9/30/10

6. GUIDELINES FOR SENATE MINUTES AND SENATE COMMITTEE MINUTES

All committees of the University Senate, Faculty Senate, and Student Senate shall record minutes of meetings to serve as an official record and as a means of communicating governance business to the University community. The following shall serve as guidelines on committee minute format, procedure, and distribution:

I. Senate Minutes

All Senate minutes will be made publicly accessible through the University Libraries Digital Conservancy.

II. Senate Committee Minutes

Format

- Minutes shall be prepared so that general topics are easily identifiable, members (present and absent) and guests are indicated, and all pages contain the committee's name and meeting date.
- Committee minutes shall include on the first page the following disclaimer:

These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions, or actions reported in these minutes represents the views of, nor are they binding on, the Senate, the Administration, or the Board of Regents.

Procedures

- Senate staff members will prepare minutes within a timely period. In the event Senate staff are unable to do so, it is the responsibility of the committee chair to ensure that minutes are prepared.
- When committees elect to go into closed or executive session, the minutes shall contain a list of all topics discussed in its closed meetings.
- Committees shall formally approve their minutes. They may delegate this responsibility to the chair. It shall be left to the discretion of the committee to decide whether formal approval shall occur before distribution.
- A copy of the minutes from each committee meeting shall be deposited in the University Libraries Digital Conservancy so they are accessible to the public.

Distribution

- Distribution: Minutes shall be distributed to committee members and other appropriate University individuals identified by the committee at the beginning of the academic year. Others may request that their names be added to the mailing list. Minutes will be distributed electronically.

Originally approved by the Senate Committee 9/23/99

Approved as amended by the Senate Consultative Committee for University Senate Committees 11/18/10

Approved as amended by the Faculty Consultative Committee for Faculty Senate Committees 9/30/10

7. ADMINISTRATION RESPONSE TO SENATE ACTIONS

1. All administrative policies or policy amendments recommended for approval by a Senate will be directed by the Clerk of the Senate to the President's Policy Committee for final action.¹ All other

¹ See also the Guidelines for Governance Review of Administrative and Regental Policies and Policy Changes, at [URL]

actions by a Senate will be directed by the Clerk to the President. The Clerk will refer each item separately, to facilitate routing to the appropriate administrative offices, and will include a transmittal sheet to serve as a checklist as the Senate action is being considered.

2. In taking action, the Senate will indicate whether it is: a) recommending new or revised policy for the Board of Regents; b) recommending to the administration a new administrative policy or recommending amendment or replacement of existing policy; c) adopting a report and/or recommendations about some University activity which requires administrative action; or d) adopting a resolution expressing the sense of the Senate. In the instance of (a), the Regents Office will review the proposed action to determine whether it does involve Regents' Policy.
3. The administration will strive to respond promptly to Senate actions and, if the administration does not approve the action, will explain its reasons in order to ensure that the Senate and its committees are able to address questions or problems which the administration may identify. The administration will respond to Senate actions within 90 days or notify the chair of the Senate Consultative Committee of the need for a specified additional time to respond. In the event the administration has not responded to a Senate action within that period and has not notified the chair of SCC of the need for an extension, that fact will be noted on the agenda of the next regularly scheduled meeting of the University Senate.
5. The President's Office will communicate to the Clerk of the Senate and the Chair of the Senate Consultative Committee the administration's response to Senate actions (objections, actions, implementation schedule, etc.).
6. A regular item on the docket of the Senate will report administrative responses to Senate action.

Originally adopted by the administration and the Senate Consultative Committee 1989

Approved by the Senate Consultative Committee for the University Senate 11/18/10

Approved by the Faculty Consultative Committee for the Faculty Senate 9/30/10

Approved by the Student Senate Consultative Committee for the Student Senate _____

8. GUIDELINES FOR MEMBERS AND CHAIRS OF UNIVERSITY, FACULTY, AND STUDENT SENATE COMMITTEES

The University, Faculty, and Student Senates and their committees enhance the quality of decision-making at the University by ensuring that faculty, staff, and student perspectives are considered by the administration and the Regents before and during policy adoption and implementation. At the same time, faculty, staff, and students benefit from having the opportunity to learn about administrators' plans and perspectives. Although the University, Faculty, and Student Senates discuss and vote on policies and procedures, the most extensive consultation takes place in committee meetings. Committee members have the best opportunity to educate themselves on the issues and explore them in depth, whether the committee is voting on a matter or offering more informal consultation.

Committee members must take their responsibilities seriously if the committees are to operate successfully. Committee chairs have additional responsibilities and the opportunity to help shape committee agendas and deliberations. These guidelines are offered for committee members and chairs to help ensure committee work is done effectively.

For Committee Members

1. Committee members should make every effort to attend all committee meetings. The consultative process will work only if members are present to be informed on the issues and to participate in the discussions and decisions.
2. Committee members should review materials distributed before committee meetings in order to be prepared to discuss matters on the agenda and to vote on issues presented for decision. Many of the agenda items are complicated and take time and energy to understand in a comprehensive way. Administrators will pay more attention to opinions voiced by those who have made the effort to be fully informed.
3. Committees operate most effectively when the meeting atmosphere is collegial and respectful of all. Committee members should strive for a broad perspective, considering what is best for the University. They should not use their committee positions to pursue individual agendas, but are encouraged to use their individual knowledge and experience to inform committee discussions.
4. Administrators frequently come to committees seeking advice and guidance before they decide on a course of action. Committee members should view this as an opportunity to provide constructive comments, while recognizing that the administrators may not incorporate all suggestions made.
5. As appropriate, committee members should solicit the views of their colleagues on issues before the committee and should bring to the committee issues of concern to their colleagues appropriate to the committee charge. Committee members may also talk with colleagues about more wide-ranging issues and should contact Senate staff or the chair of the Senate Consultative Committee about issues beyond the scope of their own committees.

For Committee Chairs

6. Committee agendas are driven both by the committee's own choices and by the concerns of administrators. Committee chairs should meet early in the academic year with the relevant administrators to plan for appropriate consultation and should work with their committees to identify other matters within the committee charge to place on their agenda.
7. Chairs should ensure that background materials are circulated sufficiently early to permit members to review the materials in advance of the meeting.
8. Although each committee operates independently, issues they address may overlap. Chairs should work with Senate staff to inform other committee chairs of agenda items that might be of interest to other committees. To avoid asking administrators to appear before multiple committees to discuss the same issue, committee chairs should work with the chairs of the

Student and Senate Consultative Committees and with the Senate staff to ensure that there is appropriate coordination of consultation.

9. Committee chairs who are not continuing in that role should work with the Committee on Committees to identify appropriate candidates for leading the committee and to assist in the transition to the next committee chair.
10. Committee chairs should share their expectations and these guidelines with committee members.

Originally approved by the Senate Consultative Committee ~2000

Approved as amended by the Senate Consultative Committee for the University Senate 11/18/10

Approved as amended by the Faculty Consultative Committee for the Faculty Senate 9/30/10

9. PROTOCOL ON COMMITTEE RESOLUTIONS

All resolutions* adopted by a Senate committee will appear on the Senate docket labeled "for information." They are to be sent the Chair of the Senate Consultative Committee and the Senate office (for information) and to the Clerk of the Senate two weeks before the Senate meeting in which the resolution will appear. [*"Resolution" means any statement of the committee, however identified or titled, the wording of which has been agreed upon by the committee and upon which a vote has been taken. A resolution is not a policy document; it expresses the sense of the committee on the matter at hand, it may or may not seek further action, and it does not require Senate approval.]

The reporting of a resolution adopted by a committee provides information to the University and its governance system about actions being taken by its committees; it does not imply Senate endorsement.

Originally adopted unanimously by the Senate Consultative Committee 12/3/98

Approved as amended by the Senate Consultative Committee for the University Senate 11/18/10

Approved as amended by the Faculty Consultative Committee for the Faculty Senate 9/30/10

5. Reorganization Policy

Professor VandenBosch next asked Committee members to review the changes in the Reorganization policy, which (in its final form), read as follows:

Preamble

The structure and organization of the University's academic units and central administration have a profound effect on faculty, staff, and students, and decisions about modifying those structures will benefit from the knowledge and experience of those affected. This policy therefore provides for appropriate governance committees to be consulted before any major reorganization decision is made. To be effective, such consultation must occur early in the consideration of any such changes.

For reorganizations in central administration, the required consultation should be with appropriate University and Faculty Senate committees. For reorganizations within campuses or colleges, the required consultation should be with the appropriate campus, college, and departmental governance bodies. Because major structural change within campuses and colleges has implications outside those units as well, the policy provides for determination whether consultation with University and Faculty Senate committees is warranted when such change is considered.

Addition or deletion of graduate programs and undergraduate majors or degree programs is important to the faculty as a whole, not just to faculty in the directly affected units. Consultation with faculty responsible for those programs is already provided as part of other policies. This policy provides for notification to a Faculty Senate Committee to ensure faculty outside the affected programs will know about the changes.

I. Reorganization of Campuses and Collegiate Units

Proposals to establish new collegiate units, merge or eliminate existing collegiate units, reorganize a college in a substantial way, or to make a significant modification in the mission (with college- or campus-wide impact or ramification) to an existing college/campus, should be reviewed by the appropriate governance body of an affected college or campus unit. The responsible central administrator (President, Provost, or Senior Vice President) will consult with the chair of the Senate Consultative Committee (SCC) to plan additional consultation with University Senate committee(s) as appropriate, and the timetable for such consultation.

II. Reorganization of Other University-Wide or Campus-Wide Units

Proposals to reorganize or eliminate non-collegiate, all-University units (such as the Graduate School) will be reviewed by governance bodies within the affected units and by SCC. The chair of SCC and the responsible central administrator (President, Provost, or Senior Vice President) will plan additional consultation with University Senate committee(s) as appropriate, and the timetable for such consultation.

III. Reorganization of Academic Units Within and Across Colleges and Campuses

Proposals to establish, eliminate, split, or merge collegiate academic departments or to move an academic department to a different college shall be reviewed by appropriate college governance committees. The responsible central administrator (President, Provost, or Senior Vice President) will report such proposals to the Committee on Faculty Affairs, the Faculty Consultative Committee, and the Senate Consultative Committee for information before any final decisions are made. Proposals to establish, eliminate, split, merge, or move non-departmental academic units (e.g., centers or programs with faculty with appointments in the unit) shall also be reviewed by appropriate college governance committees but need not be reported to Senate committees.

IV. Addition or Deletion of Programs, Majors, and Degree Programs

The Senior Vice President for Academic Affairs and Provost or his or her designee will report the addition or deletion of graduate and undergraduate majors or degree programs to the Committee on Educational Policy for information.

V. Administrative Reorganization

1. When the president considers (a) the establishment or elimination of senior administrative position(s) of high rank (vice president, provost, chancellor), or (b) a significant reorganization of the central administration, he or she will consult with the chair of the Senate Consultative Committee (or separately with the chairs of the Faculty Consultative Committee and the Student Senate Consultative Committee), who may bring the matter to their respective committees for discussion. Approval of the committee(s) or their chairs is not required.

2. When a campus executive officer (chancellor or provost) considers the establishment or elimination of senior administrative positions for a campus, the provost or chancellor should consult with the appropriate consultative body (assembly executive committee or its faculty-student equivalent). Approval by that consultative body is not required.

The changes are intended to clarify the policy, not change its substance, Professor VandenBosch said. The Committee suggested one minor editorial revision (incorporated in the version above) and approved the policy unanimously. Professor McCulloch cautioned that the Committee wants to be sure what the policy says what it wants, given the financial circumstances, because its provisions could come into play.

Professor VandenBosch adjourned the meeting at 4:00.

-- Gary Engstrand

University of Minnesota