

UNO Faculty Senate Meeting, March 26, 2014

Innsbruck Rooms A-B, UC

1. Call to Order and Welcome

The meeting was called to order at 3:05 PM by Dr. Elaine Brooks.

2. Roll Call

Current roster of Faculty Senators

Administration	Rachel	Kincaid	(13-14)	Excused
Staff Council	Derek	Rodriguez	(13-14)	Absent
SG President	Brandon	Bonds	(13-14)	Absent
Alumni Assoc.	Dinah	Payne	(13-14)	Present
Adjunct	(vacant)		(13-14)	
Business	Dinah	Payne (SE)	(13-14)	Present
Business	James	Logan	(12-15)	Excused
Business	Matt	Zingoni	(12-15)	Present
Business	Cherie	Trumbach	(11-14)	Present
Business	Mark	Reid	(13-16)	Absent
Business	Christy	Corey	(13-16)	Absent
Business	Ivan	Miestchovich	(13-16)	Excused
Education	Richard	Speaker (SE)	(13-16)	Excused
Education	Zarus	Watson	(12-15)	Present
Education	Polly	Thomas	(13-16)	Present
Education	Matt	Lyons	(11-14)	Present
Education	Paul	Bole	(11-14)	Present
Engineering	Enrique	La Motta (SE)	(11-14)	Excused
Engineering	Malay Ghose	Hajra	(12-15)	Excused
Engineering	Nikolaos	Xiros	(12-15)	Excused
Engineering	Dimitrios	Charalampidis	(13-16)	Absent
Liberal Arts	Steve	Striffler (SE)	(11-14)	Present
Liberal Arts	Robert	Montjoy	(13-14)	Present
Liberal Arts	John	Kiefer	(11-14)	Present
Liberal Arts	Christine	Day	(11-14)	Excused
Liberal Arts	Elaine	Brooks	(12-15)	Present
Liberal Arts	Peter	Yaukey	(12-15)	Present
Liberal Arts	James	Lowry	(12-15)	Present
Liberal Arts	Marla	Nelson	(12-15)	Present
Liberal Arts	Vern	Baxter	(12-15)	Present
Liberal Arts	Beth	Blankenship	(12-15)	Present

Liberal Arts	Connie	Atkinson	(11-14)	Present
Liberal Arts	David	Beriss	(11-14)	Present
Liberal Arts	Alison	Arnold	(11-14)	Absent
Liberal Arts	Andrew	Goss	(13-16)	Absent
Liberal Arts	Renia	Ehrenfeucht	(13-16)	Present
Liberal Arts	Laszlo	Fulop	(13-16)	Present
Sciences	Jairo	Santanilla (SE)	(12-15)	Excused
Sciences	Elizabeth	Shirtcliff	(11-14)	Absent
Sciences	Greg	Seab	(11-14)	Absent
Sciences	Steven	Shalit	(11-14)	Present
Sciences	Mark	Kulp	(11-14)	Present
Sciences	Leonard	Spinu	(12-15)	Present
Sciences	Vassil	Roussev	(12-15)	Excused
Sciences	Nicola	Anthony	(13-16)	Absent
Sciences	Tu	Shengru	(13-16)	Absent
Sciences	Steve	Rick	(13-16)	Absent
Library	Connie	Phelps (SE)	(12-15)	Present
Library	Marie	Morgan	(13-16)	Present

3. Approval of minutes from the 2/25/14 meeting:

Ms. Connie Phelps moved and Dr. Vern Baxter seconded to approve the minutes of the 2/25/14 meeting. The motion passed unanimously.

4. Announcements from the Faculty Senate President (Dr. Brooks):

- a) Dr. Brooks asked Dr. Dinah Payne to speak first since Dr. Payne had to leave early. Dr. Payne is the Senate representative from the UNO International Alumni Association, and they are looking for opportunities to get alumni engaged and for volunteers. A new program that they have is CASE Network (Connecting Alumni and Student Experience Network). Crawfish Mambo is scheduled for Saturday, May 10, and a sign-up sheet will be showing up shortly in an email from Dr. Brooks. Lakefront Service Day is Saturday, April 5, 9:00-11:00 AM. SUCbAUF is also coming up.
- b) Dr. Brooks said that a few weeks ago she sent out a document that listed the members of the Faculty Governance Committee. The Committee has met twice and is meeting again on Friday, March 28. The workload policy guidelines will be reviewed by every single faculty member on campus. A draft of overarching guidelines from a subcommittee will go to the full Committee on Friday. The draft will go to the Provost for approval, then to the deans, and then to the department chairpersons. Each chairperson of an academic unit will develop a discipline relevant guideline for determining workload equivalents. Each guideline per academic unit will be ratified by a vote of the faculty members in that department. The guidelines will then go to the deans who will subsequently report to the Provost. Once the

workload policy draft is completed, the Committee will begin work on policies for faculty evaluations.

Dr. Steven Shalit asked if the dean has to approve it or is simply reporting it. Dr. Brooks thinks that the dean would be reporting. Dr. David Beriss complemented the Committee on the process that departments would actually be working on this, which is a breath of fresh air compared to the previous process. Dr. James Lowry asked Dr. Brooks if she meant to keep saying “Provost.” Dr. Brooks replied that by the time we get it all done, we should have a new Provost. Dr. Shalit asked if we wanted to amend the language if there is no Provost. Dr. Brooks responded that it is just a draft right now.

- c) Dr. Brooks reminded all Senate Standing Committees that the Faculty Senate Bylaws state that “Each committee is responsible for submitting an annual report to the Senate, and making more frequent reports if warranted or if requested by the Senate Executive Committee.” Academic Freedom, Tenure and Professional Ethics Committee, Academic Procedures and Standards Committee, Budget and Fiscal Affairs Committee, Evaluation of Administrators Committee, Nominations and Elections Committee, and Faculty Welfare Committee will all submit an annual report in a written format for the next Faculty Senate meeting on Thursday, April 24th.
- d) Dr. Brooks announced that Enrollment Services will be holding an open forum on the state of UNO’s student enrollment on April 9th from 3:00-4:30 PM in Kirschman 220 and encouraged everyone to attend. This forum is an updated report on UNO’s enrollment from the last forum that was held in December.
- e) Dr. Brooks announced that the Evaluation of Administrators Committee will meet next week, and faculty will receive the evaluation surveys for Dean Mader and Dean Johnson in April. We will have two weeks to respond.

5. Vote on Faculty Senate Bylaws Revisions (Ms. Phelps; see Appendix 1):

Ms. Phelps reminded everyone that she had presented the revisions in November and went over why we made the major changes. The subcommittee proposed that we change the time of elections of senators to a little bit earlier, i.e., by April 1, and change election of officers from the first meeting of the year to the last meeting of the year so that they can be part of a transition team over the summer. Two people made suggestions at the November meeting: (1) That the Bylaws specifically state that Senate officers serve a one-year term; and (2) that it be clarified that people eligible to run are those who have just been elected and those who are continuing, but only the current senators can vote (Article III, Section B1).

Dr. Polly Thomas questioned the previous point and provided a different scenario that proposed that the people going off the Senate are not allowed to vote, but the new people are. Ms. Phelps and Dr. Cherie Trumbach attempted to explain why the original proposal would work better. While she understood fully what they were saying, it still did not make sense to Dr. Thomas. Dr. Renia Ehrenfeucht said that the way in which it was worded made a lot of sense to her. Ms. Beth Blankenship said that we basically hit the ground running. Dr. Baxter also questioned why non-continuing members can vote. Ms. Phelps responded because they are still on the Senate. Dr. Baxter stated that it reinforces the reason why we have elections at the first meeting in August and agreed with the objection. We may have to stick without

having any transition period. Dr. Trumbach said that the whole point was trying to avoid what happened last summer when so much was going on and there were new officers who had never served before. The point was to try to correct that scenario from happening. Dr. Steve Striffler said that neither way is perfect. In the fall, we could potentially elect a whole group of officers who have never been on the Executive Committee – imperfect voting in the spring and imperfect method of electing officers in the fall. Dr. Lowry said that he was Vice President last year and had to serve most of the summer as President. No one ever asked him a thing, and the transition would have been much smoother if someone had.

Dr. Laszlo Fulop suggested that one solution is that new people would not be allowed to run for office. Dr. Brooks responded that we were trying to be more democratic. Dr. Fulop mentioned another solution: That there is always a transition period when there is a President and President-Elect. Ms. Phelps replied that we had talked about that. Dr. Striffler asked what happens if someone was formerly on Senate and is re-elected; the response was that that person is not continuing but new.

Dr. Thomas suggested that language that might be acceptable is that no first-year senator can be elected an officer. Dr. Fulop added that senators must have at least one-year of service to be elected. Dr. Shalit said that he was not sure why we are having restrictions at all. He likes the idea of a new Senate being able to vote. There was a proposal that the new Senate be allowed to vote. Dr. Brooks said that this would then be the last meeting. Dr. Baxter proposed that we elect people in April or leave it as it is. Dr. Brooks stated that we would want to meet with the new officers. Ms. Blankenship asked if we wanted to have some language where we require a transition meeting with the old and the new.

Dr. Thomas proposed, in the form of an amendment, that we change the term from August-August to April-April and that all new and continuing senators are eligible to vote and to run. Dr. Striffler stated that the assumption is that people who are going off as officers would be willing to help the new officers. We are moving the problem from one date to another. Dr. Brooks added that we are not always going to have a President who is willing to continue to work even though no longer President.

Ms. Phelps reiterated that we had an amendment to move the entire election process to April so that we have new senators present, and people who vote and who are eligible to run for office is a given. Dr. Thomas so moved, and Dr. Baxter seconded. The vote was 12 for, 3 opposed, and 1 abstention. The amendment passed.

Ms. Phelps asked if were ready to vote on the original motion as amended, but Dr. Thomas asked about other changes. Ms. Phelps referred to the section about representatives to statewide groups in section B. of the outline of changes and to other substantive changes in section C. of the outline of changes. Dr. Paul Bole questioned if it was appropriate to ask about retirees. Where does that come from? Ms. Phelps responded that it came from a member of the Senate Executive Committee. Dr. Bole asked if that person would be non-voting, to which Ms. Phelps replied that the person would be a senator. Dr. Beriss stated that

retirees do not work here anymore. Dr. Striffler added that the real trouble would be to find someone.

Dr. Trumbach made a motion to make an amendment to remove the retiree. Dr. Baxter seconded. Ms. Blankenship asked if we have any input on state benefits with the UL System Board. Dr. Brooks replied that they were supposed to be talking about that today, but the meeting was cancelled. Ms. Phelps reiterated that the vote was to strike the retiree as a member of the Senate. The vote was 13 for, 2 opposed, and 2 abstentions. The amendment passed.

Ms. Phelps then asked if all were in favor of a proposal to accept the Bylaws as amended. The vote was 14 for, 3 opposed, and 0 abstentions. The motion passed. Dr. Brooks asked if we will review the Bylaws and send them out again, to which Ms. Phelps replied “of course.”

6. Committee reports:

Faculty Welfare Committee—Faculty Welfare Survey (Dr. John Kiefer; see Appendix 2):

Dr. Kiefer showed a copy of the Committee’s Qualtrics survey. The Committee wants the faculty’s feedback to see what things are important and what the Committee should be working on. They explored other university websites to see what other faculty are thinking. The survey will come out this week. He will report back to the whole faculty what the hot topics are, and they will develop a plan to address them.

At this point, Dr. Thomas announced that she had to leave and that this was her last Senate meeting as she is retiring in the fall. She wanted to thank everyone for listening to her.

Nominations and Elections Committee (Dr. Brooks):

Since chairperson Dr. Andrew Goss was not at the meeting, Dr. Brooks announced that the colleges had either already voted for their new senators or were doing so this week.

7. Old Business. None.

8. New Business. None.

9. Adjournment.

A motion to adjourn was moved by Ms. Phelps and seconded by Ms. Blankenship. The meeting adjourned at 4:07 PM.

Respectfully submitted,
Marie Morgan
Faculty Senate Secretary, 2013/14
April 14, 2014

APPENDIX 1 (Faculty Senate Bylaws revisions; Ms. Connie Phelps):

Here is an outline of the proposed changes to the “Bylaws of the Faculty Senate of the University of New Orleans” (last amended April 30, 2012). The changes and additions proposed for the Nov, 21, 2013 Faculty Senate meeting are highlighted in red; additional changes and additions made since that meeting are highlighted in green; the deletions are indicated with strikethroughs.

Faculty Senate Executive Committee Bylaws Subcommittee: Elaine Brooks, Marie Morgan, Connie Phelps

A. Major changes regarding elections:

- 1) That unit elections for senators be held no later than April 1 of each year
 - a) Article II, Section C, item 2
- 2) That election of Senate officers be moved from the first meeting of the academic year to the last meeting of the academic year
 - a) Article III, Section B, item 1
- 3) That Senate officers be elected from continuing and newly-elected senators, but newly-elected members do not vote
 - a) Article III, Section B, item 2
- 4) That newly-elected Senate officers form part of the transition team with the current officers over the summer
 - a) Article III, Section B, item 4

B. Major changes regarding representatives elected to statewide groups:

- 1) That attendance at the UL System Faculty Advisory Council or other statewide groups be made a duty of the Senate President or designee
 - a) Article III, Section A, item 1
- 2) That all references to other specific statewide meetings and all references to elected faculty representatives be removed:
 - a) Article II, Section C., item 2
 - b) Article III, Section A, item 1
 - c) Article III, Section A, item 5
 - d) Article III, Section B, items, 1,3, 6, and 7
- 3) That the reference to the Senate President’s reporting on any statewide meetings be moved from Article III, Section A, item 5 to Article III, Section A, item 1

C. Other substantive changes:

- 1) That a retiree be added as a member of Senate
 - a) Article II, section A, item 5
 - b) Article II, section B, item 5
- 2) That notices of meeting and agendas go out to the entire UNO community, along with changes in the method of distribution

- a) Article III, Section A, item 1
- b) Article VI
- 3) That the time frame and routing paths of the Senate minutes be altered
 - a) Article III, Section A, item 3

Clarifications/rewordings:

- 1) Clarified whether “President” refers to Senate or University President (except in the section about Senate President’s duties)
- 2) That Senate will recommend faculty to serve on University-wide committees when appropriate
 - a) Article I, 2nd paragraph
- 3) That it is the elected Executive Committee representative from each unit who must be full-time faculty, etc.
 - a) Article II, Section A, item 6.a
- 4) That the Senate Executive Committee will forward the number of full-time faculty to the Senate Nominations and Elections Committee after it is received by Senate Exec.
 - a) Article II, section A, item 6.c
- 5) That all terms run until the convening of the first Faculty Senate meeting of the academic year
 - a) Article II, Section B, item 7
- 6) That Secretary be added to the list of officers being elected
 - a) Article III, Section B, item 2
- 7) That the term of officers be clarified
 - a) Article III, Section B, item 3
 - b) Article III, Section B, item 5
- 8) That only faculty Senators serve on Senate Standing Committees
 - a) Article IV, Section B, 1st paragraph
- 9) That the statement about the Nominations and Elections Committee electing its own chair be moved from Article IV, Section B to a statement covering all Senate Standing Committees in Article IV, section B, 1st paragraph

Essentially cosmetic changes:

- 1) Re-ordered items 1 and 2 in Article III, Section B
- 2) Made changes under Senate Standing Committees and University Standing Committees for wording consistency
 - a) Article IV, Sections B and C [NOTE: We have left any changes to the actual descriptions of the Senate Standing Committees charges for another time/group]
- 3) Removed all notations of the Arabic numeral in parentheses after the spelled-out form of the numeral, such as ten (10)
- 4) Other minor cosmetic changes to standardize language, capitalization, etc.

BYLAWS OF THE FACULTY SENATE OF THE UNIVERSITY OF NEW ORLEANS

ARTICLE I. NAME AND PURPOSE

The name of this body shall be the Faculty Senate of the University of New Orleans. As an authorized, representative body of the faculty under the administration of the University of New Orleans, ~~this~~ **the** Faculty Senate is constituted to promote and implement, consistent with the purposes of the University, maximum participation of the faculty in university governance. In this capacity, the Faculty Senate will assist the administration in such matters of primary faculty responsibility and interest, such as academic standards and curriculum, student affairs, and administrative policy as it affects faculty welfare. Further, the Faculty Senate shall have authority in all matters affecting more than a single college, school, or a division and involving the establishment of curricula, the fixing of standards of instruction, the determination of requirements for degrees, and generally the formulation of the educational policy of the University in such matters.

The Faculty Senate will recommend, when appropriate, faculty to serve on **university-wide committees, including** the search committees for **University-wide** administrators. The Faculty Senate shall establish, set charges for, and supervise University and Senate Standing Committees. It shall be responsible for populating membership of **Faculty** Senate Standing Committees.

The Faculty Senate will advise the administration in the formulation and execution of policy with respect to the broadly defined goals, priorities, and financial needs of the University. The Faculty Senate shall serve as the forum for meetings between University administration and faculty regarding relevant issues for debate and discussion. This body will also serve as a forum for advocacy of faculty prerogative and position on important academic and University matters.

The Faculty Senate shall assist in the dissemination of appropriate administrative information to faculty. The Faculty Senate will also communicate faculty interests to the public and public officials as deemed appropriate.

ARTICLE II. REPRESENTATION

Section A. Composition. The Senate shall be composed of the following:

- 1. Students.** The student body shall be represented by the President of the Student Government ~~Association~~ (or by his/her designee).
- 2. Alumni.** The alumni shall be represented by the President of the Alumni Association (or his/her designee).
- 3. Staff.** The staff shall be represented by the President of the UNO Staff Council (or his/her designee).
- 4. Administration.** Administration shall be represented by a Senate Executive Committee appointed member.

5. Retirees. Retirees shall be represented by a Senate Executive Committee appointed member.

6. Faculty

a. Each academic unit (each college or the Library) shall be represented on the Senate Executive Committee, elected in a manner to be determined by that unit. This election shall precede and be separate from that for the remaining faculty Senators. Elected representation membership on the Senate Executive Committee from each unit is limited to full-time faculty, exclusive of the administrators of rank of Dean or above, with at least five (5) years of full time academic service at UNO, or tenure.

b. The remaining faculty members of the Senate, elected from full-time faculty, exclusive of the administrator of rank of Dean or above, shall be divided among units to be one representative for every ten faculty members. Each unit shall determine the manner in which their representatives are elected. Each unit with ten or more full-time faculty members at the rank of Instructor will have at least one Instructor representative to the Senate at all times.

c. The chief academic officer shall by December 1 of each year forward to the Senate Executive Committee the number of full-time faculty for each major unit, using the methods employed in IPEDS reporting. The Senate Executive Committee will forward that information to the Senate Nominations and Elections Committee, which will then compute the number of seats to be elected by each unit for the next year and shall notify each unit.

d. At the beginning of each academic year, the Senate Executive Committee will nominate one adjunct faculty of the University to be a Senate member.

e. Vacancies shall be filled in a manner to be determined by the respective electoral unit.

f. If there should exist full-time faculty members who are not accorded representation on the Faculty Senate under the procedures outlined above, and if these faculty are associated with administrative units not large enough to merit individual Senate representation, the Senate Executive Committee shall develop a mutually satisfactory agreement by which these faculty will be attached to an appropriately represented unit for purposes of Senate representation, and for purposes of being eligible to be candidates and to vote in Senate elections. Such agreements will be subject to ratification by the full Senate.

Section B. Terms of Service.

1. Students. The student representatives representative shall serve a one-year terms term.

2. Alumni. The alumni representative shall serve a one-year term.

3. Staff. The staff representative shall serve a one-year term.

4. Administration. The administrative representatives representative shall serve a one-year terms term.

5. Retirees. The retiree representative shall serve a one-year term.

6. Faculty. Full-time faculty shall serve staggered three-year terms. The adjunct faculty representative shall serve a one-year term.

7. All terms shall run until the convening of a new Senate the first Faculty Senate meeting of the academic year.

Section C. Timing of Elections.

1. The elections of faculty Senators shall be staggered so that one-third (1/3) of the elected representation from each unit shall be chosen each year.

2. Senatorial elections shall be held in the spring semester **no later than April 1**.

The elected officers of the Senate shall be a President, Vice President, and Secretary. ~~The elected faculty representatives of the Senate shall be the faculty representative to the UL Board of Supervisors and an alternate, and two delegates to the Conference of Louisiana Colleges and Universities.~~ The Parliamentarian shall be appointed by the **Senate** President from faculty Senate members.

ARTICLE III.

OFFICERS

Section A. Duties.

1. The **President** shall be the presiding officer at all meetings of the Senate. The President shall have the primary responsibility for preparing the agenda for each meeting and shall circulate notices of meetings and agendas to ~~all faculty members~~ **the entire UNO community**. The President shall maintain a Senate calendar of business in committees and shall publish an updated calendar with the agenda for each regular Senate meeting. The President shall monitor the status of all resolutions passed by the Senate that request action and take appropriate steps to expedite implementation of such actions. The President shall report on the status of all actions passed by the Senate but not yet implemented or rejected. The President shall serve as the faculty's representative to the **UL System Faculty Advisory Council and other statewide groups** ~~Association of Louisiana Faculty Senates~~ or may designate another member of the Senate to serve in his/her place. **The President or his/her designee shall report to the Senate on issues being considered by any of these statewide groups that have an effect on the UNO campus.**

2. The **Vice President** shall assume the responsibilities of the President whenever the President is absent or otherwise unable to perform these duties and shall handle all correspondence of the Senate other than that specifically assigned to the Secretary. The Vice President shall keep minutes at the meetings of the Senate Executive Committee.

3. The **Secretary** shall keep minutes of each meeting of the Senate and **send them to the Senate President for inclusion with the meeting notice and the agenda for the upcoming meeting. The Secretary shall ensure that the approved minutes are posted to the Faculty Senate web page and SharePoint sites within one week after each Senate meeting.** ~~shall send an email notice that the minutes have been posted on the UNO University Senate web page (senate.uno.edu) to senators, appropriate members of the Administration, and the Driftwood. Two paper copies will be sent to the Library for inclusion in the Louisiana Collection. The minutes for the year just ended will be archived on the web page by the beginning of each new academic year. Such distribution shall take place no later than ten (10) days prior to the following Senate meeting.~~ Reports made to the Senate shall be made available to the Secretary by electronic means within one week of the **Senate** meeting at which the report was made.

4. The **Parliamentarian** shall ensure that all meetings are conducted in accordance with Robert's Rules of Order (latest edition).

5. ~~The **Faculty Representative to the UL Board of Supervisors** shall report to the Senate on issues being considered by the Board that have an effect on the UNO campus. The Alternate Faculty Representative shall fulfill these duties when the Representative is not able to attend.~~

Section B. Elections and Terms of Office.

~~1. The President and Vice President shall be elected from faculty Senate members.~~

1. Elected officers of the Senate and faculty representatives shall be nominated and elected by majority vote of members present at the **first last** regular meeting of the Senate during each academic year. **New incoming senators for the fall are eligible to be on the ballot but may not vote.**

2. The **Senate** President, ~~and~~ Vice President, **and Secretary** shall be elected from **continuing and newly-elected** faculty Senate members.

3. **Elected** officers of the Senate and faculty representatives shall serve until ~~their successors are elected~~ **the convening of the first Senate meeting of the academic year.**

4. **The newly-elected Senate officers will form part of the transition team with the current Senate Executive Committee members between the spring and fall academic semesters.**

5. Elected officers of the Senate shall **serve a one-year term and** be eligible for reelection but shall not serve more than three consecutive terms.

~~6. The Faculty Representative to the UL System Board of Supervisors will be elected by the Senate to serve a two-year term. The Alternate Representative to the UL System Board of Supervisors will also serve a two-year term and will be elected in alternate years. The Representatives and Alternates may be either a senator or non-senator. Representatives and alternates will serve a maximum of three consecutive terms.~~

~~7. Faculty Representatives to the Conference of Louisiana Colleges and Universities will be elected from the Senate members for one-year terms, one of whom is also the representative to the Association of Louisiana Faculty Senates.~~

ARTICLE IV. COMMITTEES

Section A. Executive Committee.

The **Senate** President, the Vice President, the Secretary, and representatives elected by each college and the Library shall comprise the **Senate** Executive Committee. There shall be no more than two members from each of the colleges and **Library** serving on the **Senate** Executive Committee at any one time. The President shall chair the **Senate** Executive Committee. The Senate Executive Committee represents the faculty as an advisory committee to the **University** President, making recommendations and stating faculty viewpoints concerning the policies and proposed policies of UNO.

The **Senate** Executive Committee shall meet following each Senate meeting to review proposals and resolutions submitted to the Senate for action and to determine whether the matter should become an item of Senate business. The **Senate** Executive Committee may seek clarification of the submitted item from the **Senator** who originated it. If the **Senate** Executive Committee agrees that the matter deserves Senate attention, it shall assign the item to a Senate **Standing Committee**, a university committee or an ad-hoc committee, with a specific written charge, a tentative timetable for action, and a recommendation to work with another **University** committee if appropriate. If the **Senate** Executive Committee chooses not to accept an item for Senate action, it may refer the matter to the administration. Decisions by the **Senate** Executive Committee not to accept a proposal may be appealed to the entire Senate at the next regular meeting. The **Senate** President shall report the actions of the **Senate** Executive Committee to the Senate.

Section B. Senate Standing Committees.

It shall be the duty of the Senate Standing Committees to study proposals and resolutions submitted to the Senate and to recommend appropriate action on them to the full Senate. Each faculty Senator shall serve on at least one Senate Standing Committee. Each committee is responsible for submitting an annual report to the Senate, and making more frequent reports if warranted or if requested by the Senate Executive Committee. Each committee elects its own Chair from within its membership.

Academic Freedom, Tenure and Professional Ethics Committee.

This Committee shall concern itself with the academic privileges and responsibilities of all members of the University community.

Academic Procedures and Standards Committee.

This Committee formulates and reviews policies, rules, and regulations governing the admission, readmission, academic standing, and dismissal of all students for academic deficiency. The Committee examines policies and procedures for academic advisement, scheduling of classes, and registration. Additionally, the Committee creates and analyzes policies to be observed by the instructional faculty in conducting classes, seminars, examinations, students' research, and student evaluations.

Budget and Fiscal Affairs Committee.

The This Committee shall review the University-wide budgets in cooperation with appropriate officers of Administration. The Committee shall apprise itself of the general financial position of the University and of significant policy and priority aspects of budget decisions. The Committee shall report all significant plans to the Senate, with recommendations when appropriate. The Committee will include a representative from each college and the Library.

Evaluation of Administrators Committee.

This Committee on the Evaluation of Administrators shall be composed of the Senate President, one Senate member from each college and the Library, and one staff member from the University Computing Center. The Committee will conduct the surveys which are part of the evaluation of the Deans for the Office of Academic Affairs, and surveys of other administrators, as directed by the University President. The Senate President shall accompany the Provost or other administrator to faculty meetings to report the results of such surveys.

Nominations and Elections

The This Committee functions as a committee on committees, and shall be responsible for populating Senate Committees. This The committee will also make recommendations to the University President concerning the selection of individual faculty members whom the University President will appoint to the appointed University Standing Committees and ensuring that vacancies on elected University Standing Committees are filled. The Committee runs the election for Hearings Committee pool at-large members. In addition, the Senate Nominations and Elections Committee submits a slate of candidates for the Senate transition meeting elections. The Senate relies on the good judgment of the members of the Senate Nominations and Elections Committee to present candidates that reflect the quality and diversity of the campus community. The President of the Senate President serves as a non-voting ex-officio member of the Senate Nominations and Elections Committee. The committee elects its own Chair from within its membership.

Faculty Welfare Committee.

This committee shall strive to secure for faculty members those services which will contribute to their welfare or convenience, including orientation to the University, housing, payroll deductions, insurance, health services, and they shall communicate annually with the **University** President regarding policies governing faculty perquisites and the structure of salaries. The committee shall, acting of its own volition, upon the request of the Senate and/or others, study, evaluate, and report on faculty compensation, including salary and fringe benefits; act in an advisory capacity with the University administration in ascertaining desired changes in faculty compensation; provide information to the faculty on available fringe benefits; solicit faculty suggestions, information, and advice regarding faculty compensation, including salary and fringe benefits; and maintain and keep current committee website.

Section C. University Standing Committees.

University **S**tanding **C**ommittees shall be composed of faculty members appointed by the **University** President on the recommendation of the Senate Nominations and Elections Committee or elected by the colleges and the Library. The Senate will establish, set charges for, and supervise the University **S**tanding **C**ommittees. Reports from the committees will be discussed in the Senate before being formally communicated to the Administration or other body as appropriate. Each committee is responsible for submitting an annual report to the Senate, and making more frequent reports if warranted or if requested by the Senate Executive Committee.

Current appointed University Standing **C**ommittees are:

- Committee on Courses and Curricula**
- Committee on Recruitment & Retention**
- Committee on Student Affairs**
- Student Publications Board**

Current elected University Standing **C**ommittees are:

- Committee on Distance Learning**
- Committee on the Library**
- Committee on University Honors and Awards**

Section D. Disciplinary Committees.

All disciplinary-related committees, including the Charges Committee, Hearings Committee Pool, Grievance Review Committee, and the Peer Review Oversight Committee, are elected from the faculty, and work under the purview of the Office of Academic Affairs. The Senate Nominations and Elections Committee will assist in the elections of members, and in the functioning of the disciplinary committees where appropriate. In particular, the chair of the Senate ~~Committee on~~ Nominations and Elections **Committee** shall direct the election of the Peer Review Oversight Committee chair by the voting members.

Section E. Senate Ad-hoc Committees.

The Senate Executive Committee may establish ad-hoc and temporary committees for the purpose of addressing specific and major faculty and/or institutional concerns. Upon activation of a specific committee, the Senate Executive Committee shall prepare a specific charge for the committee and include the form and timing of the response requested.

ARTICLE V. MEETINGS

Section A. A regular meeting of the Senate must be held monthly on a Monday, Tuesday, Wednesday, Thursday rotation, except December, during the fall and spring semesters. Special meetings shall be convened on the call of the **Senate** President or on the request of four ~~(4)~~ members of the Senate addressed to the **Senate** Secretary.

Section B. All meetings shall be open to members of the UNO faculty, staff, student body, and alumni, except when the Senate, by majority vote of those present, designates a meeting or portion thereof as an executive session.

ARTICLE VI. NOTICE OF MEETINGS

One ~~(1)~~ week before the date of regular meetings, ~~written~~ **an electronic** notice shall be sent to ~~members of the Senate and to department chairs, the Administration, the Student Government Association, the Staff Council, and the Alumni Association for public posting.~~ **the entire UNO community**. Notices of special meetings must precede the meeting date by a reasonable time and shall be circulated as indicated for notices of regular meetings. All notices of meetings must contain as complete an agenda as possible. Members of the Senate may have items included on the agenda by forwarding them to the **Senate** President two ~~(2)~~ weeks in advance of the regular meeting.

ARTICLE VII. QUORUM

A majority of the voting membership of the Senate shall constitute a quorum for the transaction of business at any regular or special meeting of the Senate.

ARTICLE VIII. RULES OF ORDER

When not in conflict with the Bylaws and Regulations of the Board of Supervisors of the University of Louisiana System, Robert's Rules of Order (latest revision) shall constitute the rules of parliamentary procedure applicable to all meetings of the Senate.

ARTICLE IX. ACTIONS OF THE SENATE

Any action taken by the Faculty Senate may be overturned by a majority of the Faculty Council via an in-person vote.

ARTICLE X. AMENDMENTS TO BYLAWS

Amendments to sections I, II, and X of these Bylaws may be made by affirmative vote of two-thirds ~~(2/3)~~ of the Faculty Senate present and voting, prior written notice of one ~~(1)~~ week having been given to all members of the Faculty Senate of the proposed amendment, or by a majority vote of the Faculty Council via an in-person vote. Amendments to sections III through IX of these Bylaws may be made by affirmative vote of one-half ~~(1/2)~~ of the Faculty Senate present and voting, prior written notice of one ~~(1)~~ week having been given to all members of the **Faculty** Senate of the proposed amendment.

[Faculty Senate approved by the Faculty Council on December 7, 2011; Amended by approval of Faculty Senate on April 30, 2012]

APPENDIX 2 (Faculty Welfare Committee report; Dr. John Kiefer):

Faculty Welfare Issues

Q1 Colleagues, The Faculty Welfare Committee of the Faculty Senate is trying to focus our effort on the issues that are most important to you, the faculty of the University of New Orleans. In order to do that we need to hear what you're most concerned about. Specifically, what are the issues most important to you? In order for us to get to work, we'd ask that you complete your input to us by April 3rd. Thanks! --
Your Faculty Welfare Committee (John Kiefer, Ali Arnold, Paul Bole, Zarus Watson)

Q2 What is the issue, or are the issues (you can choose more than one) most important to you?

- Compensation (1)
- Health and Wellness (2)
- Benefits (3)
- Child Care (4)
- Tuition Benefits (5)
- Travel Support (6)
- Professional Memberships (7)
- Other issues? (8) _____

Q3 What issues, initiatives, or resolutions do you think that the Faculty Welfare Subcommittee should take up to increase faculty welfare?