

**Report Demonstrating Bylaws Compliance
of the Slate of Nominees for the 2014-15 US Committees
REVISED
Prepared by the 2013-2014 Subcommittee on Nominations**

A supporting document for motion 1314.CN.003.O at the 2 May 2014 University Senate meeting

Introduction

The purpose of this report is to demonstrate that the slate of nominees prepared for the committees of the 2014-2015 University Senate is in compliance with the membership requirements articulated in the current University Senate Bylaws. The format of this report will be to cite each relevant bylaw and then provide a statement indicating how the slate of nominees complies with the bylaw. The committees may be referenced by the following acronyms within this report.

- Academic Policy Committee (APC)
- Curriculum and Assessment Policy Committee (CAPC)
- Executive Committee of the University Senate (ECUS)
- Faculty Affairs Policy Committee (FAPC)
- Resources, Planning, and Institutional Policy Committee (RPIPC)
- Student Affairs Policy Committee (SAPC)
- Subcommittee on the Core Curriculum (SoCC)

Membership of the 2013-2014 Subcommittee on Nominations (SCoN)

V.Section1.D.1. The Subcommittee on Nominations is a subcommittee of the Executive Committee whose members and chair are appointed by the Executive Committee.

V.Section1.D.1.a. The membership of the Subcommittee on Nominations shall include, but not be limited to the Executive Committee, the Standing Committee Chairs, the Student Government Association President, and the Staff Council Chair.

V.Section1.D.1.b. The Secretary of the Executive Committee shall be the Secretary of the Subcommittee on Nominations.

The 2013-2014 Executive Committee appointed Catherine Whelan as Chair of the 2013-2014 Subcommittee on Nominations and agreed to enlarge the membership beyond that called for in V.Section1.D.1.a above by adding the Chair of SoCC. Since Craig Turner is Secretary of ECUS, he serves as Secretary of SCoN.

- **SCoN Officers:** Catherine Whelan (Chair), Craig Turner (Secretary)
- **SCoN Membership:**
 - Members of ECUS 2013-2014 not serving as officers of this committee:
 - University President Steve Dorman, Provost Kelli Brown, Lyndall Muschell, Josh Kitchens, Susan Steele
 - Standing Committee Chairs:
 - Howard Woodard (APC), Cara Meade (CAPC), Alex Blazer (FAPC), Maureen Horgan (RPIPC), Doreen Sams (SAPC)
 - Student Government Association President: Victoria Ferree
 - Staff Council Chair: Beth McCauley
 - Subcommittee on Core Curriculum (SoCC) Chair: John Swinton

Compliance Requirements

*II.Section4.A. **Presiding Officer and Presiding Officer Elect.** The University Senate shall have a **Presiding Officer**, who presides at all meetings of the University Senate, and a **Presiding Officer Elect**, who shall assume the position of Presiding Officer the following year. Only elected faculty senators are eligible to serve as Presiding Officer or Presiding Officer Elect. The election of the Presiding Officer Elect shall proceed as follows. At the spring organizational meeting of the University Senate, the outgoing Subcommittee on Nominations shall nominate one elected faculty senator from the incoming University Senate. The Presiding Officer at the spring organizational meeting shall then call for other nominations from the floor. Should this result in more than one nominee for Presiding Officer Elect, all members of the incoming University Senate shall vote by secret ballot. The nominee receiving the most votes shall be the Presiding Officer Elect. The terms of service for the Presiding Officer and Presiding Officer Elect shall begin with the adjournment of this spring organizational meeting, and shall end when her/his successor assumes office.*

Susan Steele, an elected faculty senator from the College of Health Sciences, served as Presiding Officer Elect in 2013-2014 and will serve as Presiding Officer of the 2014-2015 University Senate.

John Swinton, an elected faculty senator from the College of Business, has been nominated to serve as Presiding Officer Elect of the 2014-2015 University Senate.

*II.Section4.B. **Secretary.** The University Senate shall elect a **Secretary** at its spring organizational meeting who shall be responsible for keeping minutes at all meetings of the University Senate. Only elected faculty senators are eligible to serve as Secretary. The election of the Secretary of the University Senate shall proceed as follows. At the spring organizational meeting of the University Senate, the outgoing Subcommittee on Nominations shall nominate one elected faculty senator from the incoming University Senate. The Presiding Officer at the spring organizational meeting shall then call for other nominations from the floor. Should this result in more than one nominee for Secretary, all members of the incoming University Senate shall vote by secret ballot. The nominee receiving the most votes shall be the Secretary. The term of service of the Secretary shall begin at the call to order of the first meeting of the University Senate following the spring organizational meeting at which (s)he is elected, and shall end when her/his successor assumes office.*

Craig Turner, an elected faculty senator from the College of Arts and Sciences, has been nominated to serve as Secretary of the 2014-2015 University Senate.

IV.Section 4. All members of the University Senate shall have at least one University Senate committee assignment. Faculty, staff, administrators and students who are not members of the University Senate may be nominated to University Senate committees if the Subcommittee on Nominations deems that appropriate. Committee members who are not members of the University Senate shall be afforded all rights of committee membership, including voting unless explicitly designated as a non-voting member of the committee in these bylaws, but shall have none of these rights in the University Senate.

The attached spreadsheet (pdf document) identifies committee appointment for all senators.

*V.Section1.A. The **Executive Committee of the University Senate** shall have no fewer than seven (7) but no more than ten (10) members distributed as follows: one (1) member who is the University President, one (1) member who is the Chief Academic Officer, one (1) member who is the Presiding Officer of the University Senate, one (1) member who is the Presiding Officer Elect of the University Senate, one (1) member who is the Secretary of the University Senate, and up to five (5) additional members as specified in V.Section1.A.1 and V.Section.1.A.2. The Chair of the Executive Committee shall be the Presiding Officer of the University Senate. The Vice-Chair of the Executive Committee shall be the Presiding Officer Elect of the University Senate. Within ten (10) calendar days of its membership being completely determined, the incoming Executive Committee shall hold an organizational meeting at which they elect a Secretary. This election shall be presided over by the Chair of the Executive Committee.*

President Steve Dorman and Provost Kelli Brown are named to ECUS. The nominees for University Senate Officers, specifically the Presiding Officer (Susan Steele – elected faculty senator, CoHS), the Presiding Officer Elect nominee (John Swinton – elected faculty senator, CoB), and the University Senate Secretary nominee (Craig Turner – elected faculty senator, CoAS) are named to ECUS.

V.Section1.A.1. For each college or the library not represented from among the three (3) University Senate Officers serving on the committee, the outgoing Subcommittee on Nominations shall nominate an incoming elected faculty senator from that academic unit to serve on the Executive Committee. This process shall never result in more than four additional members to the Executive Committee.

This bylaw requires the addition of elected faculty senators representing CoE and the Library to be named to ECUS. This requirement is met by nominating Lyndall Muschell (elected faculty senator – CoE) and Ben Davis (elected faculty senator – Library).

V.Section1.A.2. Should the Chair of the outgoing Executive Committee not be reelected to the Executive Committee, (s)he shall serve as an ex-officio non-voting member of the incoming Executive Committee to assist with continuity for the following academic year.

The Chair of the 2013-2014 Executive Committee was Lyndall Muschell, and she is nominated to serve on the 2014-2015 Executive Committee (see V.Section1.A.2).

V.Section1.D.2.e. The Subcommittee shall prepare a report that demonstrates that the composition of all committees complies with the requirements of these bylaws. Such a report shall be submitted to the Executive Committee when the initial committee recommendations are made and any time that changes are proposed to committee membership.

The report you are reading is respectfully submitted for compliance with this requirement.

V.Section2.A.2. There shall be thirteen (13) members on each standing committee identified in a manner specified in V.Section2.C. There shall be no fewer than seven (7) senators on each standing committee.

There are thirteen members on each of the standing committees and the number behind the committee acronym indicates the number of members that are University Senators. Note that each University Senator count is at least seven. <APC (8), CAPC (8), FAPC (8), RPIPC (8), SAPC (8)>

*II.Section1.A.5. The five (5) **Presidential Appointees** are appointed annually, one appointee to each of the standing committees in V.Section2.C, by the University President after consultation with the Executive Committee. The terms of service of such an appointee shall begin with the call to order of the spring organizational meeting of the University Senate and shall continue until her/his successor assumes office. Such appointments are renewable and are typically named only after the remaining membership of the University Senate is determined, but shall be identified no later than April 7 of the calendar year in which their term of service begins. All students, staff, faculty, and administrators of the university are eligible to serve as Presidential Appointees.*

The Presidential Appointees are specified below as part of the membership for each of the standing committees APC, CAPC, FAPC, SAPC, and RPIPC.

V.Section2.C.1.a. The **Academic Policy Committee** shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee, and one (1) member appointed by the University President in compliance with II.Section1.A.5.

Appointee and Designee (2)

1. Stephanie McClure (CAO Designee)
2. Costas Spirou (Presidential Appointee)

Elected Faculty Senators (7) **bylaws require at least seven**

1. Andrei Barkovskii CoAS
2. David McIntyre CoB
3. Howard Woodard CoB
4. Claire Sanders CoAS
5. Donovan Domingue CoAS
6. Victoria Deneroff CoE
7. Vicky Robinson CoHS

Corps of Instruction Faculty (4)

1. Rodica Cazacu CoAS
2. John Sirmans CoAS
3. Beth Broyles Library
4. Aran MacKinnon CoAS

V.Section2.C.2.a. The **Curriculum and Assessment Policy Committee** shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee, and one (1) member appointed by the University President in compliance with II.Section1.A.5.

Appointee and Designee (2)

1. Cara Meade Smith (CAO Designee)
2. Kay Anderson (Presidential Appointee)

Elected Faculty Senators (7) **bylaws require at least seven**

1. Elissa Auerbach CoAS
2. Angel Abney CoAS
3. Bill Miller CoB
4. Josie Doss CoHS
5. Stephen Wills CoE
6. Shaundra Walker Library
7. James Winchester CoAS

Corps of Instruction Faculty (5)

1. Carol Christy CoE
2. Chuck Fahrer CoAS
3. Kimberly Cossey CoAS
4. Juan Ling CoB

V.Section2.C.3.a. The **Faculty Affairs Policy Committee** shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee, and one (1) member appointed by the University President in compliance with II.Section1.A.5.

Appointee and Designee (2)

1. Ryan Brown (CAO Designee)
2. Bill Fisher (Presidential Appointee)

Elected Faculty Senators (7) **bylaws require at least seven**

1. Barbara Roquemore CoE
2. Alex Blazer CoAS
3. Louis Bourne CoAS
4. Mike Rose CoAS
5. Tom Toney CoAS
6. Mandy Jarriel CoHS
7. Doug Goings CoB

Corps of Instruction Faculty (4)

1. Nancy Davis Bray Library
2. Ashley Taylor CoAS
3. Carol Sapp CoHS
4. Chavonda Mills CoAS

V.Section2.C.4.a. The **Student Affairs Policy Committee** shall have thirteen (13) members distributed as follows: six (6) members selected from the Corps of Instruction faculty, at least four (4) of whom are elected faculty senators, two (2) members who are selected student senators, one (1) member who is a selected staff senator, one (1) member who is the Chief Student Affairs Officer or an individual appointed by the Chief Student Affairs Officer to serve as her/his designee, one (1) member who is a staff member appointed by a process determined by Staff Council, one (1) member who is a student appointed by a process determined by the Student Government Association, and one (1) member appointed by the University President in compliance with II.Section1.A.5.

Appointees and Designee (4)

1. Andy Lewter (CSAO Designee)
2. Victoria Ferree (Presidential Appointee)
3. Cathy Stevens (Staff Council Appointee)
4. Holly Nix (SGA Appointee)

Selected Student Senators (2)

1. Moriah Thomas
2. Juawn Jackson

Selected Staff Senator (1)

1. Ruth Eilers

Elected Faculty Senators (4) **bylaws require at least four**

1. Nicole DeClouette CoE
2. Heidi Fowler CoHS
3. Amy Pinney CoAS
4. Macon McGinley CoAS

Corps of Instruction Faculty (2)

1. Donna Bennett Library
2. Janna Parker CoB

V.Section2.C.5.a. *The **Resources, Planning, and Institutional Policy Committee** shall have thirteen (13) members distributed as follows: six (6) members selected from the Corps of Instruction faculty, at least four (4) of whom are elected faculty senators, three (3) members who are selected staff senators, one (1) member who is the Chief Business Officer or an individual appointed by the Chief Business Officer to serve as her/his designee, one (1) member who is a staff member appointed by a process determined by Staff Council, one (1) member who is a student appointed by a process determined by the Student Government Association, and one (1) member appointed by the University President in compliance with II.Section1.A.5.*

Appointees and Designee (4)

1. Carol Ward (CBO Designee)
2. Susan Allen (Presidential Appointee)
3. Cassie Napier (Staff Council Appointee)
4. David Gastley (SGA Appointee)

Selected Staff Senators (3)

1. Lindy Ruark
2. Evelyn Thomas
3. Brittinity Johnson

Elected Faculty Senators (4) **bylaws require at least four**

1. Jan Clark CoAS
2. Renee Fontenot CoB
3. Ben McMillan CoB
4. Maureen Horgan CoAS

Corps of Instruction Faculty (2)

1. Debbie Greene CoHS
2. Rob Sumowski CoE

V. Section 2.D.1.a. Membership. The **Subcommittee on the Core Curriculum** shall have no fewer than eleven (11) but no more than sixteen (16) members distributed as follows: the University Registrar who shall be an ex officio non-voting member; a member of the University Assessment Team appointed by a process determined by the University Assessment Team who shall be a non-voting member; at least one (1) teaching representative from each area of the core (A1, A2, B, C1, C2, D1 (science), D3 (technology), and E); at least one (1) member representing each academic unit (college, library); and one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee. At least three (3) voting members of the subcommittee shall be elected faculty senators and all voting members must be selected from the Corps of Instruction faculty.

Appointees and Designee (2)

1. Kay Anderson (Registrar)
2. Cara Meade Smith (CAO Designee) CoE

Elected Faculty Senators (3) **bylaws require at least three**

1. Amy Sumpter CoAS Area E
2. Julia Metzker CoAS Area B1 / D1
3. Ruth Carter CoAS Area C2

Corps of Instruction Faculty (5 to 10)

1. Mary Magoulick CoAS Area B2
2. Roberta Gorham CoB
3. Dana Wood CoAS Area E
4. Sheryl Winn CoHS
5. Brandon Samples CoAS Area A2
6. Joe Mocnik Library
7. Nancy Beasley CoAS Area A1 / C1
8. Cathy Liu CoB Area D3

University Assessment Team Member (1)

1. Cara Meade (Also serving as the CAO Designee)