The University Senate of Michigan Technological University

PROPOSAL 1-20

AD-HOC COMMITTEE ON SENATE MEETING TIME AND LENGTH

(Voting Units: All)

Submitted by: Professional Staff Policy Committee/Executive Committee

Background

    The Senate is an integral forum to discuss matters important to both the faculty and professional staff.

    Due to the increase in the number of proposals presented at the Senate meetings, the length of the bi-weekly meeting often extends beyond the meeting time allocation to accommodate discussion of proposals on the agenda.

    In addition, holding the Senate meetings after normal business hours has resulted in attendance conflict for professional staff with second jobs and family obligations. Absences due to scheduling conflicts impact quorum requirements necessary for voting on issues.

Whereas

  I.   The Professional Staff Committee wants to ensure that their constituents are represented at the Senate meetings and to that end, their attendance at Senate meetings is essential.

  II.   The Professional Staff Committee recommends an ad hoc committee be created to address concerns about the meeting schedule and process. The ad hoc committee shall be composed of two Professional Staff Unit members, two members from the Academic Departments and chaired by a member of the Professional Staff Committee.

  III.   The ad hoc committee will investigate

      a.   whether the meeting time of the University Senate should remain as it now stands or recommend an alternative meeting time. This

discussion will include issues related to room availability, parking and teaching conflicts.

b. the use of live steaming of Senate meeting allowing Senators and Alternates to participate remotely.

c. the use of a rolling due date for proposals to reduce the number of proposals submitted late in the school year.

d. if a limit on the number of presentations and agenda items for each meeting will encourage additional participation by Senators and Alternates.

e. the need for a parliamentarian to assist the Senate President in managing the meeting.

f. the order of proposals presented on the agenda by grouping proposals by voting criteria, i.e. voting by the whole or a subgroup of the Senate.

g. the issue of extended discussions before proposal votes. The Senate allows for in-depth discussion when the proposal is first presented. Should discussion and questions prior to a proposal vote be limited in time and for brief clarification only?

h. any other issues that may arise from the committee's discussions.

IV. The ad hoc committee shall function for a maximum of six months. During this period, the committee will submit monthly progress reports to the Senate and make recommendations for action which it considers desirable.

At the end of six months, or sooner should the committee consider its function completed, the committee shall submit a final report together with any recommendations considered necessary for Senate action.