

Committee:	Senate Affairs (SAC)
Chair:	Kevin Murphy
EC Liaison:	Ann Price

To be concerned with all matters pertaining to the functioning of the Senate. To be responsible for a continuing review of the Rules of the Faculty Senate, recommending new rules when appropriate, and assisting in the interpretation of existing rules. To consider proposed revisions of the Constitution of the Faculty Assembly and Faculty Senate when this duty is assigned by the Senate. To maintain at least yearly communication with the Staff Council leadership. To maintain at least yearly communication with the following university standing committees: Athletics, Calendar, Faculty and Staff Benefits, Religious Affairs, Technology Review, and Traffic and Parking.

Item	Charges	Due Dates
1.	<p>New:</p> <p>Study the Faculty Senate's traditional method for apportionment of voting Senators across colleges and make recommendations in advance of the Faculty Senate's next reapportionment in AY 2020.</p> <ul style="list-style-type: none"> • Develop a survey to gather data from peer institutions regarding each university's faculty leadership body. The survey will include (but is not limited to): number of faculty serving in the institution's leadership body, distribution of faculty in the leadership body across schools, election methods and apportionment methods related to size of faculty and student body within schools (if applicable), and any other information as deemed pertinent by the SAC members. • Evaluate survey results and make recommendations <p>Measurable Outcome: Development and administration of survey; data gathered and evaluated; and recommendations delivered via year-end report that include suggested amendments to the Faculty Senate's constitution related to apportionment of senators across schools, if any are deemed appropriate. [Such amendments to be considered in AY 18 will be well in advance of the next Faculty Senate reapportionment as required by the Senate's Constitution (Article II. Section 1.d.)]</p>	April 2017
2.	<p>New:</p> <p>Conduct a complete review of the Faculty Senate's Constitution and Rules of Order and make recommendations for amendments as deemed appropriate by the SAC.</p> <ul style="list-style-type: none"> • Correct formatting issues and correctly align all references to sections within the Constitution and Rules of Order. Make recommendations as deemed appropriate. • Review the Senate Constitution and Rules of Order to assure both are current with respect to VU/VUMC re-organization issues, titles of University 	April 2017

	<p>leaders, names of University Committees, and issues related to diversity, equity and inclusion. Make recommendations as deemed appropriate.</p> <ul style="list-style-type: none"> • Review and make recommendations if deemed appropriate to rules regarding the designation of a “Quorum.” • Review and make recommendations as deemed appropriate regarding the succession of Faculty Senate leadership in the event that a Faculty Senate Chair and/or a Vice Chair are unable to fulfil terms of office. • Review all stated timelines within the Constitution and Rules of Order for appropriateness (ex. timing for posting of minutes and for sending motions to the Vice Chair in advance of a meeting). Make recommendations as deemed appropriate. • Clarify the role and selection process for the appointment of ex-officio members of the Faculty Senate. Make recommendations as deemed appropriate. <p>Measurable Outcome: A comprehensive review of Vanderbilt University’s Constitution and Rules of Order’s will be accomplished, and any recommendations for amendments deemed appropriate by the SAC will be brought forward to the Executive Committee no later than April 2017.</p>	
3.	<p>New:</p> <p>Appoint a representative to the CARE Committee</p> <ul style="list-style-type: none"> • Identify a member of the Senate Affairs Committee who will serve on the CARE Committee and meaningfully engage with the work of the committee. <p>Measurable Outcome: A SAC member represented the Faculty Senate on the CARE Committee, attended a majority of the CARE Committee meetings, and provided timely updates to the Faculty Senate regarding CARE Committee programs for AY 16/17.</p>	December 2016
4.	<p>Continue:</p> <p>The SAC will continue to maintain at least yearly communication with the University’s Staff Council leadership and with the Chairs of the University’s Standing Committees as referenced in the Faculty Senate’s Rules of Order: (Section IV.A.1.e.)</p> <ul style="list-style-type: none"> • Arrange at least one meeting between the full SAC or the SAC’s leadership with the University’s Staff Council leadership and with the Chairs of those University Standing Committees references in the Rules of Order (Section IV.A.1.e.) • Coordinate the work of the Faculty Senate with the University’s Staff leadership council and with the University’s Standing Committees if appropriate. 	April 2017

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| | <ul style="list-style-type: none">• Inform the Executive Committee for opportunities for coordination and for potential areas of duplication of efforts. | |
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Measurable Outcome: A report delivered to the Executive Committee no later than April 2017 of the SAC's communication with the University's Staff Council leadership and the Chairs of those University Standing Committees as referenced in the Faculty Senate's Rules of Order (Section IV.A.1.e.).