



Year End Committee Report 2018-2019

Committee	Senate Affairs (SAC)
Chair	Dawn Iacobucci
EC Liaison	Jeremy Wilson
Committee description: To be concerned with all matters pertaining to the functioning of the Faculty Senate.	
Committee members: Nick Bollen, Robert Carnahan, Andrew Finch, Shane Hutson, Pierre Massion, Ann Price, Jason Valentine	
Item	Charge
1.	Background: Continue: Double-check and when ready, suggest Amendment to Rules of Order
	Goals: Whereas, the Rules of Order does not clearly define what is appropriate use of Senate resources, Be it resolved that the following be added to the Rules of Order.
	<p>Actions: XI. Use of Senate Resources</p> <ul style="list-style-type: none"> A. The Faculty Senate’s digital resources, including the senate email list, the all-faculty email list, and the facultysenate@vanderbilt.edu email address, are to be used solely for official Faculty Senate communications. B. Emails for distribution to the all-faculty email list is to be processed by the Executive Committee and requires approval by the current Chair or Vice Chair and at least one other member of the Executive Committee. Approval of the distribution should be via email to the Administrative Manager of the Office of the Faculty Senate. C. The Administrative Manager of the Office of the Faculty Senate is available to help with scheduling meetings, taking notes/minutes, and other administrative tasks. No senator or EC member should request tasks of the Administrative Manager outside the usual administrative duties without approval of the Executive Committee.
	Outcomes: Passed at Faculty Senate meeting Jan 2019
Item	Charge
2.	Background: Discuss, finalize, and make recommendations regarding Faculty Senate member improper conduct (e.g., outline guidelines for how such a disciplinary procedure should be conducted).
	Goals:
	Actions:



**Year End Committee Report
2018-2019**

	Outcomes: consulting various constituencies including EC suggested this step wait, be postponed until further acknowledgement of its need.
Item	Charge
3.	<p>Background: Discuss and be prepared to make recommendations regarding apportionment of voting Senators across colleges in advance of the Faculty Senate's next reapportionment in AY 2019-2020. Executive Committee may be interested in expanding Senate total size (to facilitate representation on university task forces and committees).</p> <p>Goals: Be ready for presentation AY 2019-2020 as required.</p> <p>Actions: Database is populated, data will need to be updated early fall 2019, ready to present to Senate thereafter. (Had discussions re medical school, and expansion of Senate.)</p> <p>Outcomes: to present Fall 2019 or whenever the EC wishes.</p>
Suggestions for future charges / actions:	
Insert all charges.	1. EC had suggested a "pre-motion" motion regarding timing of Senators' submitting requests for action items. SAC will await EC's further instructions.
	2.
	3.