

Committee:	Senate Affairs (SAC)	
Chair:	Dawn Iacobucci, with Nick Bollen, Robert Carnahan, Andrew Finch, Shane Hutson, Pierre Massion, Ann Price, Jason Valentine	
EC Liaison:	Jeremy Wilson	
<p>To be concerned with all matters pertaining to the functioning of the Senate. 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.</p>		
Item	Charges	Due Dates
1.	<p>Continue: Double-check and when ready, suggest Amendment to Rules of Order</p> <ul style="list-style-type: none"> 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>XI. Use of Senate Resources</p> <p>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. 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.</p> <p>B. 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.</p>	Nov 2018
2.	<p>Continue: Discuss, finalize, and make recommendations regarding Faculty Senate member improper conduct (e.g., outline guidelines for how such a disciplinary procedure should be conducted).</p> <p>Current draft follows for: Suggestion for amendment to the Rules of Order to be addressed in 2018-2019</p> <p>“A Faculty Senate member who wishes to bring an allegation of improper conduct (defined as conduct injurious to the Faculty Senate and its purposes) against another member of the Senate must first notify the Chair of the Faculty Senate. The Chair of the Faculty Senate notifies the Chair of the Senate Affairs Committee. The Chair of the Senate Affairs Committee will then form and chair an ad hoc</p>	Feb 2019

	<p>committee to review the allegation and report any findings and/or recommendations to the Chair of the Faculty Senate.</p> <p>Guidelines for conducting the investigation follow those outlined by the Faculty Grievances and are attached in the document MisconductProcedureDraft.doc.”</p>	
3.	<p>Continue: 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 2020. Executive Committee may be interested in expanding Senate total size (to facilitate representation on university task forces and committees).</p> <ol style="list-style-type: none"> 1. Examine data gathered from peer institutions regarding faculty leadership. 2. Evaluate results and make recommendations. <p>OUTCOME: tbd [Such amendments to be considered in AY 19 will be in advance of the next Faculty Senate reapportionment as required by the Senate’s Constitution (Article II. Section 1.d.)]</p>	April 2019
4.	<p>New: Suggest a change to Rules of Order to regulate time limits in presentations (e.g., 3 minutes presentation, 1 discussion, 1 rebuttal, or some such), to keep meetings orderly and Senators engaged. Time limits would prevent rambling and known <i>a priori</i> would encourage Senators to prioritize and be concise. At elected Senators meeting, suggest we are entertaining such a notion and if there is concurrence or encouragement, we draft a proposed statement.</p>	Initial feedback Nov 2018, propose statement Feb 2019