

Members Present: N. Ahmed, M. Brown, D. Chen, G. Crawley, L. Deckers, O. Dotson, F. Groom, M. Groover, M. Guntsche, D. Haber, M. Harvey, B. Hozeski, S. Islam, K. Kalumba, C. Kapinus, E. Kelly, T. King, C. Marlow, J. McClure, K. Neumann, J. Olesen, P. Parkison, D. Pearson, R. Rarick, G. Reid, J. Rybarczyk, D. Shawger, B. Smith, K. Speirs-Neumeister, G. Stamp, M. Steib, F. Suppe, B. Umansky, C. Walker, A. Wieseke, T. Zivney, E. Zygmunt-Fillwalk

Substitutes: Howard Campbell for B. Adams, Jerome Kotecki for J. Clark, Ahmed Muhammad for R. Stankewitz

Members Absent: R. Dolon, J. Eflin, M. Hawkins, T. Hinds, W.T. Wrege for J. Ledbetter, M. McGrew, C. Payne, M. Popovich, W. Sharp, P. Spengler, A. Stegner, C. Updike, M. Walker

The meeting was called to order at 4:00 p.m. by the Chairperson of the Faculty Council, Brien Smith. Roll call was taken by initialing the roster located outside the meeting room, CM 125.

1. A motion was made and seconded (Pearson/Dotson) to approve the minutes of April 5, 2007.

The motion carried.

2. A motion was made and seconded (Guntsche/Shawger) to approve the standing rules.

The motion carried.

3. The Chairperson informed the council that he will be putting together a chart that will track the progress of the items currently in committees under the council's purview.

4. Unfinished Business

There was no unfinished business.

5. New Business

- A. Student Academic Ethics Policy (Faculty Council Agenda 8/30/07, Enclosure #4)

A motion was made and seconded (Crawley/Pearson) to place this item on the floor for discussion.

There were several questions regarding the document and a motion was made and seconded (Kelly/Marlow) to return the document to the task force to submit a document with the actual revisions marked. Fred Suppe will e-mail his questions to the University Senate office for the Task Force on the Student Academic Ethics Policy to consider.

The motion carried.

- B. Procedure for Electronic Meetings

The Faculty Council may conduct official business electronically. This includes, but is not limited to, email, electronic postings, websites, voting and meetings.

An item of business requiring action outside of a regularly scheduled meeting will be forwarded to the executive committee of the council who will direct the office of the University Senate to forward electronic information to the members of the council. If an electronic vote is necessary, a quorum will be maintained and documentation of the vote will be filed in the council correspondence in the office of the University Senate for that academic year with no membership identification attached.

To be included in the Standing Rules of the Faculty Council

A motion was made and seconded (Pearson/Suppe) to add #22 to the standing rules that is consistent with Standing Rule #23 of the Senate, "The Faculty Council and its committees..." This would allow the Faculty Council and its committees to vote electronically; however, each of the committees would develop their own policies and procedures.

The motion carried.

Fred Suppe submitted a motion concerning electronic meetings and the process for procedures (Faculty Council Minutes, 9/6/07, Attachment #1)

A motion was made and seconded (Suppe/Kelly) to send forward to a committee to review the procedures. The motion was subsequently withdrawn.

A motion was made and seconded (Kelly/Crawley) to form a task force to revise the procedures conducting electronic business.

The motion carried.

6. Question and Answer Period

- A. Discussion ensued regarding smoke-free campus initiative. Senators are to poll their constituents prior to the next Senate meeting which is September 27. Electronic submission is appropriate.

The Provost will research the issue of campus property to include streets and sidewalks.

- B. David Pearson inquired as to whether it was the mission of the university to use the Boyer model in the promotion and tenure documents for departments. The suggested timetable was early 2009. He inquired as to whether the University Promotion and Tenure Committee was developing procedures for the departments.

Marilyn Buck, Associate Provost, reported that the University Promotion and Tenure Committee were working on procedures. It will then have to go through the University Senate before it is forwarded to the departments to change their documents. There will be no changes this academic year for the departments.

The meeting adjourned at 4:45 p.m.

Respectfully submitted,

Ann Wieseke, Secretary

Submitted by Frederick Suppe, Faculty Council member

Procedures for the Faculty Council to conduct previously unscheduled e-mail meetings to consider one item of business:

1. An item of business requiring urgent action before the next regularly scheduled faculty council meeting will be forwarded to all members of the executive committee, either meeting in person or by e-mail discussion. If the members of the executive committee decide by majority vote (of all members of that committee) that the item requires immediate action, the chair of the faculty council (or in his/her absence, the vice chair person) will direct the office of the University Senate to send the text of the motion or item by e-mail to all members of the faculty council. The executive council will ensure that the text is clear and unambiguous and that an explanation and reasons for any suggested actions are provided. All members of the faculty council will register their e-mail addresses with the permanent undersecretary of the Senate to permit e-meetings to function.
2. The first 48 hours from the time the e-mail message is posted to all council members will be reserved for comments, requests for further information, and other electronic discussion to ensure that all council members have the opportunity to become aware of the item and to participate in considering it. Only faculty council members may participate in the e-mail discussion; they may not forward messages from other members of the University community who are not council members. During this period council members may suggest substantive amendments to the motion or that the motion be referred to a committee. If such suggestions are made by at least two council members, then the chairperson will direct council members to vote during the next 24 hours on amendments or motions to refer to committee. (The requirements for a quorum and a majority on such votes are described in #4.) If no such suggestions are made during the first 48 hours, the council will then proceed to step 3.
3. The next 72 hours will be allocated for e-mail voting on the matter by the voting members of the council. Only regular, elected members of the faculty council may vote, unless a regular member has designated to the executive council (either in writing or by e-mail) a substitute from the same constituency to vote in his/her stead.
4. Members of the faculty council will e-mail their votes on the matter to the chairperson and to the permanent undersecretary of the Senate, who will jointly tabulate them. Voters may vote "yes," "no," or "abstain" on the matter. Each council member will clearly state one of these words in his/her voting e-message. The quorum for a vote to be valid shall require that a numerical majority of all council members participate in the vote, including those who vote "abstain." A numerical majority of the entire voting membership of the faculty council must vote "yes" to pass an item. If a quorum has not voted on the matter after 72 hours, the chair may extend the voting period for 1-3 additional days. If the final number of votes is insufficient for a quorum, then the vote shall only be advisory and the matter must be included on the agenda of the next regularly scheduled faculty council meeting. The numerical results of all votes will be entered on the minutes of the next regularly scheduled faculty council meeting, but no membership identification on votes will be preserved.
5. If a council member wishes to appeal a decision by the chair of the council, the matter will be referred to the executive committee to decide by majority vote.

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Explanation and Rationale:

N.B. These rules are designed only for unscheduled "emergency" e-meetings which consider one single item of business. Such meetings would, of necessity, be "asynchronous" (members would not all be participating in the e-meeting at the same time.) Therefore, the rules must allow sufficient time for council members to check their e-mail and become aware of the e-meeting and the issue being presented. Additional rules would be necessary for regularly scheduled "e-meetings" or for more complex e-meetings which might consider a full agenda of multiple items.