

ROGER WILLIAMS UNIVERSITY  
FACULTY SENATE

Agenda

November 6<sup>th</sup>, 2013, 2:00 P.M.  
Library Seminar Room  
Last revised 10-30-13

1. Roll Call
2. Approval of the faculty senate minutes of October 2<sup>nd</sup>, 2013
3. President Farish
4. Provost Workman
5. Executive Committee Report
  - a. Executive Committee Meeting Minutes (*attachment*)
  - b. Request to attend spring semester meeting via Skype
  - c. CPC Steering Committee Election (*attachment*)
6. Representative Reports
  - a. Faculty Representatives to the Board of Trustees (*attachment*)
  - b. Dean's Council
7. Standing Committee Reports
  - a. Steering
    - Steering Committee motions to amend the constitution**

**(1) New office of Recording Secretary.** Amendment to Article III, Section 5:

*The Faculty Senate shall elect annually from among its membership **four** officers: President, First Vice President, Second Vice President, and **Recording Secretary**.*

*The Recording Secretary shall take and keep minutes of Senate and Executive committee meetings, and shall publish them in accordance with the rules and policies of the Senate. He or she shall keep files of the minutes of the Senate committees, and shall compile and publish the memberships of the Senate, the Executive Committee, and the committees.*

**(2) Executive Committee.** Amendment to Article III, Section 5:

Delete the last sentence of the second paragraph (“The officers of the Senate shall comprise the Executive Committee”) and add a new third paragraph:

*The Faculty Senate shall have an Executive Committee, comprising the four officers. The Executive Committee shall meet as required, but at least once each month from September through May, except January. In addition to such other duties as provided herein, the Executive Committee may take such actions as is necessary to be taken before a meeting of the Senate. It shall report such actions to the Senate within three workdays of such action. The Executive Committee shall not take such actions unless in its judgment the actions cannot feasibly wait until a Senate meeting.*

**(3) Executive (closed) sessions.** Amendment to the last sentence of Article IV, Section 5 by adding the provision here in boldfaced italics:

“Meetings of the Faculty Senate shall be open to all members of the University community, except *(1) that at the discretion of the president, an executive session may be placed on the agenda at the request to the president from any senator, such sessions normally to be held at the end of a regular meeting; or (2)* when a two-thirds vote of those senators in attendance calls the Senate into executive session.”

**(4) Size of the Senate.** Amendments reducing the size of the Senate to approximately 21 - 23 members.

**(A) Abolish the five seats for at-large members.**

Delete Article III, Section 3 (providing for five at-large members).

**(B) Increase the number of faculty per senator from seven to ten.**

In Article II, Section 2, in the phrase “one senator for every seven fulltime faculty members,” replace “seven” with “*ten*”.

**(5) Senate Curriculum Committee.** Amendments that would allow for an FSCC membership familiar with school and decision curricular matters.

**(A)** Amend Article V, Section 3, adding the boldface text: “*Except as provided herein*, each school may elect one representative to each of the standing committees.” [This allows for an exception to be made for FSCC membership.]

**(B)** Amend Article V, Section 2, para. 2, adding the following text:

*“The Curriculum Committee membership shall comprise the chairs of the School curriculum committees. The FSCC chair shall be chosen from the*

*Senate. The committee shall normally meet on the third Wednesday of each month of the academic year, in addition to other times as it may choose.*

**(6) The phrase “full-time faculty.”** Amendment to the constitution and by-laws to replace all occurrences of the phrase “full-time faculty” with “*tenure-track and tenured faculty.*” (This relates to one faculty member who is tenured but not full-time.)

**(7) Absences of senators from meetings.** Amendment to Article IV, Section 8 that would lower the number of absences a senator may have per year from six to three, before the seat is declared vacant. The proposed amendment also removes the provision (the whole second sentence) requiring the Senate minutes to note when a senator is absent for two consecutive meetings. The proposed new Article IV, Section 8 is as follows:

*“Absences of senators shall be recorded in the minutes of the Senate. When a senator has missed three regular Senate meetings in an academic year, the office shall be declared vacant.”*

The Steering Committee understands that for each amendment passed and ratified, the constitution and bylaws would be edited throughout for consistency of language.

- b. Curriculum
  - i. CurricUNET evaluation
- 8. New Business
  - a. ***Motion (Speakman): The Faculty Senate charges the Admissions and Enrollment Committee to review administrative agreements regarding cohorts of international students.***
  - b. ***Motion (Speakman): The Faculty Senate charges the Executive Committee to seek the details about the Administration’s strategy for design of the summer schedule.***
  - c. ***Motion (Coon): Request the Office of the Provost implement the following items to streamline student advisement by faculty:***
    - a. ***Revert back to the Spring 2013 process or develop a new procedure for lifting the academic hold for advisees***
    - b. ***Provide printed course catalogs (full or abbreviated version) for faculty***
    - c. ***Provide stapled copies of student academic evaluation forms at least one week prior to the advisement period***
- 9. Adjourn