

Resolution to Amend Faculty Senate Operations
Commission on Faculty Affairs
CFA Resolution CFA 2020-21E

First consideration, Faculty Senate	January 22, 2021
Approved, Faculty Senate	February 19, 2021
Approved, CFA	March 5, 2021
Faculty Senate waived right to comment	March 1, 2021
Staff Senate waived right to comment	March 17, 2021
Graduate Student Assembly waived right to comment	March 19, 2021
Student Government Association waived right to comment	February 22, 2021
First reading, University Council	March 15, 2021
Approved, University Council	April 5, 2021
Approved, President	April 5, 2021
Effective date	Upon approval

WHEREAS, the authority of the Faculty Senate to create standing committees as established in the Faculty Senate Constitution should be reflected in the Faculty Handbook; and

WHEREAS, language in Article III of the Faculty Senate Constitution that directs readers to the Faculty Senate Bylaws for clarification of “underscored words” is vague and should be replaced with a clear statement; and

WHEREAS, the Faculty Senate Constitution does not reflect a 2020 revision to the Faculty Senate Bylaws for how membership in the Faculty Senate is determined, including the statements that “University Libraries is to be treated as a college” and “Each college will have at least one senator”, and should be updated to reflect these changes to the bylaws; and

WHEREAS, the duties of the Faculty Senate Officers and Cabinet should be revised to facilitate the increased role and responsibility of the Faculty Senate within shared governance, including the replacement of the term “Secretary/Treasurer” with the more descriptive term “Operations Officer”; and

WHEREAS, the Faculty Senate Constitution should be updated to reflect that the membership of the Faculty Senate Standing Committees is determined by processes contained in the Faculty Senate Bylaws and not by the president; and

NOW, THEREFORE, BE IT RESOLVED, that the Faculty Handbook and the Faculty Senate Constitution be updated as described below (with changes noted in red):

Subsection 1.2.5 of the Faculty Handbook:

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The standing committees of the Faculty Senate ~~are~~include the Committee on Reconciliation, the Faculty Review Committee, and the Committee on Faculty Ethics. The Faculty Senate cabinet is comprised of the officers and representatives of each of the colleges and the University Libraries. It is concerned primarily with the general business of the Faculty Senate. Additional standing committees and work groups may be established upon recommendation of the president of the Faculty Senate, the cabinet, or a senator, and approval of the Faculty Senate. The president of the Faculty Senate may create additional work groups and ad hoc committees as necessary to address specific issues or concerns of the faculty.

Article III of the Faculty Senate Constitution:

Section 2. *Eligibility.* ~~(Underscored words are defined in the bylaws.)~~ A faculty member is eligible for election to the Faculty Senate and to vote in the election of faculty senators if the faculty member holds: (1) the rank of professor, associate professor, assistant professor, or instructor; ~~[this includes faculty in the clinical professor series, professor of practice series, collegiate professor series, and all ranks of instructor];~~ (2) a full-time and continuing appointment to the University; (3) an appointment or tenure in an academic department, University Libraries, or Extension. Although otherwise qualified, those faculty members in administrative positions at the college level, the university level, or the library, and those faculty members studying for a degree at the university are ineligible. Interpretations of these eligibility requirements are defined in the Faculty Senate bylaws.

Section 3. *Principles of Representation:* Insofar as possible, each senator shall represent an equal number of faculty members eligible for Faculty Senate membership. The faculty of each college shall be represented by at least ~~one~~three senators. ~~The faculty of the library will be represented by two senators.~~ Additional representation is prescribed in the bylaws. Members, though uninstructed representatives of their constituents, have the responsibility to seek the opinions of their electorate. Having done so, they shall make decisions and vote on matters brought before the Faculty Senate according to their own reasoned judgment. The Faculty Senate cabinet, upon recommendation of the operations officer ~~secretary/treasurer~~, shall adjust annually the number of faculty senators in accordance with the Faculty Senate bylaws.

Article IV of the Faculty Senate Constitution:

Section 1. *Officers:* The officers of the Faculty Senate are the president, vice president, operations officer ~~secretary/treasurer~~, and immediate past president. The president may appoints a member of the Faculty Senate to serve as parliamentarian.

Section 2. *President:* The duties of the president include representing the faculty as the main point of contact and advocacy to external entities including the Board of

Visitors and the administration; presiding at all meetings of the Faculty Senate and cabinet; and performing duties prescribed in the constitution and bylaws or appropriate to the office.

Section 3. *Vice President:* The duties of the vice president include assisting and supporting acting in the absence of the president and the operations officer and acting in their absence; monitoring Commissions; chairing the Commission on Faculty Affairs; and performing other duties as defined in the bylaws.

Section 4. *Operations OfficerSecretary/Treasurer:* The duties of the operations officer secretary/treasurer include organizing all senate operations; monitoring Standing Committees and Work Groups; organizing the election of faculty members to the senate; distributing the agenda prior to each meeting of the Faculty Senate; maintaining records, attendance, and minutes; distributing the Faculty Senate and cabinet minutes to senators; posting Faculty Senate minutes on and maintaining the Faculty Senate website; collecting dues and managing Faculty Senate accounts; and performing other duties defined in the bylaws.

Section 5. *Immediate Past President:* The duties of the immediate past president include assisting and supporting the president and acting in their absence; organizing the election of as requested and chairing a subcommittee of cabinet members to seek nominations for Faculty Senate officers and other senate elections; and performing other duties as defined in the bylaws.

Article V of the Faculty Senate Constitution:

Section 1. *The Faculty Senate Cabinet:* The members of the cabinet are the officers of the Faculty Senate, and one senator from each college and the library not represented by the officers. Faculty Senate cabinet members who are not senate officers are elected for a term of one year by caucus of the senators of the respective colleges and are eligible for re-election as prescribed in the bylaws. The functions and duties of the cabinet are to serve as the executive committee of the Faculty Senate to which it is responsible and to which it reports regularly on the disposition of matters submitted to it; to act on behalf of the Faculty Senate between senate meetings; to nominate or recommend faculty senate representatives to all entities, including councils, commissions, committees and working groups, as prescribed in the bylaws; and to discharge other duties in accordance with parliamentary procedure and the Faculty Senate constitution and bylaws.

Section 2 (last paragraph):

- *Other Committees:* Membership to other standing committees within the university is appointed by the Faculty Senate president with consultation of the senate cabinet. The membership of the Faculty Senate Standing Committees is determined by processes contained in the Faculty Senate Bylaws. These committees include the Faculty Review Committee and the Ethics Committee; see the *Faculty Handbook* for composition and function descriptions.

Article VII of the Faculty Senate Constitution:

Section 6. *Standing Committee Meetings:* Each standing committee meets as frequently as required to fulfill its responsibilities. The presiding officer prepares the agenda and ~~the~~ ~~secretary~~ distributes it to all members prior to each meeting.



Staff Senate

<http://www.staffsenate.vt.edu/>

2020-2021

EXECUTIVE BOARD

President: Tamarah Smith

Summer & Winter Sessions

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Vice President: Serena Young

University Ombuds

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Parliamentarian: LaTawnya Burleson

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Judy Taylor, Co-Chair

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James D. McComas Staff Leadership Seminar

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Child Care

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March 2, 2021

To: Vice President of Policy and Governance

The Staff Senate Committee on Policy and Issues has reviewed and approves CFA Resolutions 2020-2021E and 21F. We have no comment at this time.

Thank you,

LaTawnya Burleson, Chair Staff Senate Policies and Issues Committee