

## **Motion to change the way minutes are approved and distributed**

### Current Bylaws:

#### Section 5.

Minutes shall be kept of every meeting, and the secretary will distribute a draft of the minutes to the Steering Committee for review. After its approval, copies shall be distributed electronically to the members by the secretary no later than three weeks following a meeting.

#### Section 6.

Minutes will be officially approved at the next meeting of the Faculty Senate but will not be re-distributed to the members unless the Senate votes for re-distribution.

### Proposed Revision:

#### Section 5.

Minutes shall be kept of every meeting, and the secretary will electronically distribute a draft of the minutes to the Senate for review. Members of the Senate will have up to seven days after electronic distribution of the draft Minutes to propose corrections, clarifications, or other revisions, or lodge an objection to the approval of the Minutes. Clerical revisions will be taken under consideration by the Secretary. If an objection is raised, the matter will be addressed at the next meeting of the Senate. After seven days, if no objections have been raised, the Minutes will be deemed to have been approved by the Senate, and will be available for wider distribution without a formal vote.

#### Section 6.

Officially approved Minutes will be available on the Faculty Senate website, and will also be distributed at the next Senate meeting.

### **Motion to Create a Non-Voting Representative Seat for Part-Time Faculty**

It is proposed that the following Section be added to the Faculty Senate By-laws:

[Article II: Membership]

Section 12.

In order to advise the Senate of the concerns of the part-time and adjunct faculty of the University, a non-voting member of the Senate shall represent the interests of the part-time and adjunct faculty. The representative, who may be full-time, part-time, or adjunct faculty, shall be elected by the part-time and adjunct faculty in an election administered by the Executive Director of the Center for Faculty Innovation, or appointed by the Executive Director of the Center for Faculty Innovation, for a one-year term, renewable up to a maximum of six terms, to represent the interests of the part-time and adjunct faculty.

### **Motion to Create a Non-Voting Representative Seat for Students**

It is proposed that the following Section be added to the Faculty Senate By-laws:

[Article II: Membership]

Section 13.

In order to advise the Senate of the concerns of students of the University, a non-voting member of the Senate shall represent the interests of the students. The student representative shall be elected or appointed by the Student Government Association, for a one-year term to represent the interests of the students.

**No change to our Constitution is needed for the motions above. For your reference, below is the article of the Senate Constitution that describes membership.**

Article V: Membership

The Faculty Senate shall be comprised of members who represent the instructional faculty of James Madison University. The business and property of the Faculty Senate shall be managed and controlled by its members.

The Faculty Senate is to have two classes of members, voting members and non-voting members.

One class of members shall possess voting rights ("voting members"). The voting members, and the qualification and rights of the voting members, are as follows: voting members shall be instructional faculty members elected by the instructional faculty members in the academic units of James Madison University. They shall meet such additional criteria and be elected in the manner as described in the bylaws.

The Faculty Senate shall also have a class of members who do not possess voting rights, who shall serve ex-officio on the Faculty Senate, according to the provisions of the bylaws.