

MEMORANDUM

TO: Fort Wayne Senate
FROM: B. Buldt
Chair, Executive Committee
DATE: April 1, 2021
SUBJ: New Business Guidelines

The Executive Committee wishes to advise members of the Senate that the New Business section of the agenda should only be used for vital and emergent issues that cannot wait to be addressed through the normal document acceptance procedure. These issues should involve a matter that impacts the efficient or effective operation of some portion of the university or Senate. Missing the document submission deadline is generally not a sufficient reason for attempting to place a resolution on the agenda through New Business. Given the notification requirements for these items, Constitutional and Bylaws amendments may never be initiated during New Business.