

(Approved, 3/12/2001)

TO: The Senate

FROM: Rules Committee

Michael Downs, Chair

DATE: 22 January 2001

SUBJECT: Amendments to the Constitution of the Faculty: Merger of the Agenda and Rules Committees (with amendments to the Bylaws)

DISPOSITION: Upon approval to the faculty for approval

WHEREAS, The Agenda Committee asked the Rules Committee to review the committee structure with a view towards streamlining the committee structure; and

WHEREAS, The Rules Committee found that the work of the Rules Committee and the Agenda Committee is very closely related; and

WHEREAS, The Rules Committee could find no other committees to merge or eliminate;

BE IT RESOLVED, That the Senate approve the merger of the Rules Committee and the Agenda Committee to be known as the Executive Committee with the duties and membership as defined below; and

FURTHER RESOLVED, That all reference to the Rules Committee and the Agenda Committee in the Bylaws of the Senate and the Constitution of the Faculty be replaced with Executive Committee.

**B.3.b. Executive Committee.** The **Executive Committee** shall consist of the Presiding Officer, the **Speakers of both Faculties** and four Senators. The elected members shall include no more than one from any major unit; their terms shall commence with the fall Senate and expire with their Senate terms. The Committee shall select its own chairperson. The duties of the Executive Committee shall include, but not be limited to, the following:

- (i) The Committee shall formulate the agenda for each Senate meeting and shall be responsible for the circulation of the meeting agenda at least one week prior to a regular Senate meeting.
- (ii) The Committee shall, at the beginning of the academic year, establish and publicize twenty dates during that academic year to be reserved for the conduct of Senate business.
- (iii) The Committee may, with the approval of the Senate, recommend a procedure for the efficient conduct of items of business on the agenda.

(iv) The Committee shall, at least twice each semester, circulate a list of Senate documents that are currently under deliberation in the various Senate Committees, along with document status and name of committee and committee chairperson.

(v) The Committee shall formulate and submit for Senate approval bylaws for the Fort Wayne Senate. Amendments to the bylaws may be proposed by this Committee and must be promptly reported to the Senate if proposed by a Senator.

(vi) The Committee shall periodically review the committee structure of the Faculty to encourage efficient Faculty participation.