

**TO:** Fort Wayne Senate

**FROM:** School of Arts and Sciences Agenda Committee

**DATE:** March 20, 1989

**SUBJECT:** Request for approval of School of Arts and Sciences procedures for the apportionment, election, and replacement of Senators

**DISPOSITION:** To the Presiding Officer for implementation

**Whereas,** The School of Arts and Sciences has approved the following article of the school Governance Document dealing with the apportionment, election, and replacement of Senators,

**Resolved,** That the Senate approve the following procedures for use in the School of Arts and Sciences.

## **9.0 APPORTIONMENT, ELECTION, AND REPLACEMENT OF SENATORS**

9.1 **General Allocation.** Of the Senate seats allocated to the School, one shall be filled by the Dean, three shall be elected at large, and the remainder shall be allocated to departments.

### **9.2 At-Large Elections**

9.2.1 The terms of the three at-large seats shall be staggered so as to begin in different years.

9.2.2 The Agenda Committee shall conduct the election in accordance with the Constitution and School policies.

9.2.3 Candidates may submit short statements concerning their goals; these statements will be distributed with the ballot.

### **9.3 Departmental Apportionment and Elections**

9.3.1 For the purposes of apportionment and election:

9.3.1.1 The Agenda Committee will arrange for departments not otherwise allocated a departmental seat to combine with other departments.

9.3.1.2 Faculty and Voting Faculty shall be as defined in the Constitution and as certified by the chief academic officer of IPFW as of February 1 each year.

9.3.2 The apportionment of Senate seats to departments shall be determined by the Agenda Committee in a timely fashion and in the following manner:

9.3.2.1 For each department, multiply the number of Voting Faculty by the total number of seats allocated to departments, and then divide by the number of Voting Faculty in the School.

9.3.2.2 Assign to each department as many seats as the integer part of the corresponding number.

9.3.2.3 Assign the remaining seats to those departments having the greatest fractional parts, with ties being broken in favor of smaller departments, and then by lot if necessary. If a department has more carry-over Senators than its apportioned number of seats, the Agenda Committee shall make adjustments to this policy within the spirit of these provisions.

#### 9.4 **Vacancies**

9.4.1 Vacated seats shall be assigned by the Agenda Committee in accordance with the apportionment provisions above.

9.4.2 If a department does not fill a vacant seat within three semester-weeks of being notified of the need to do so, that seat shall be assigned to another department by the Agenda Committee in accordance with the apportionment provisions above.