

University Constitution and Regulations Committee Annual Report 2006-07

The members of the University Constitution and Regulations Committee for the 2006-07 academic year were as follows:

- Mary Ann Ferguson, Chair-elect
- Joe Glover, 8/06 through 2/07, *ex officio*
- Cynthia Griffin
- Angel Kwolek-Folland, 3/07 - 4/07, *ex officio*
- Blake Landor
- Joseph Little
- Timothy Taylor, Chair
- Cathleen Martyniak
- Barbara Wingo, *ex officio*

The Committee met on a monthly basis. The dates of these meeting were:

- September 7, 2006
- October 12, 2006
- November 2, 2006
- November 30, 2006
- January 11, 2007
- February 8, 2007
- March 8, 2007
- April 12, 2007

Copies of the meeting agendas and minutes are attached.

Key language drafted by the committee and presented to the University Faculty Senate included the following:

- Temporary Senator Replacement Policy Senate Bylaw 4E 2(e) -- approved by the Faculty Senate October 19, 2007;
- Absence policy for councils and committees, Constitution Article IV Section 2-- approved by the Faculty Senate October 19, 2007;
- Senate Secretary Constitution Article IV Section 3-- approved by the Faculty Senate October 19, 2007;
- Nominating Committee Language -- approved by the Faculty Senate December 14, 2007;
- Amended Compensation Committee Language -- approved by the Faculty Senate January 18, 2007.

Other committee activities undertaken by the Committee included:

- Determination of “red light, green light, yellow light” status of proposed changes to university regulations-I. These designations were presented to the Faculty Senate at the February 15, 2007 Senate meeting;
- Determination of “red light, green light, yellow light” status of proposed changes to university regulations-II. These designations were presented to the Faculty Senate at the April 19, 2007 Senate meeting

Matters pending before the constitution committee:

- Updating and eliminating inconsistencies in the University Constitution and Senate Bylaws;
- Senate Bylaw 20D 5: The committee is awaiting further instruction from the Committee on Committees and the Steering committee and took no action.
- Dispute Resolution Officer: The main constitutional changes associated with the Dispute Resolution Officer (DRO) will involve revisions in how grievances are handled by the Academic Freedom, Tenure, Professional Relations and Standards (AFTPRS) Committee. The AFTPRS Committee has been requested to determine the required changes and communicate them to the Constitution Committee for action.

Meeting Agendas and Minutes

Agenda

Monday August 14, 2006
2:00-3:30 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Role and function of the University Constitution Committee-Barbara Wingo.
3. Dissuasion on the status of drafting language concerning the Committee on Compensation (see attached memo)
4. Draft language for Temporary Senate absence policy (memo attached)
5. Proposed changes to the Honorary Degrees, Distinguished Alumnus Awards and Memorials Committee (memo attached)
6. Other business

Minutes

Monday August 14, 2006
2:00-3:30 PM 354 Tigert Hall

Attendees:

Mary Ann Ferguson
Joseph Glover
Cynthia Griffin
Joseph Little
Timothy Taylor
Cathy Martyniak
Barbara Wingo

Tim Taylor called the meeting to order at 2:00 P.M.

The minutes from the May meeting were approved.

Barbara Wingo reviewed the role and of the University Constitution Committee. The committee is in charge of the constitution of the University. The committee is charged with reviewing the constitution and bylaws and at any time makes recommendations to the Senate for changes. The committee can act on its own or with direction from the Senate. The committee is also charged with reviewing regulations and informs the Senate on upcoming regulation changes. The committee is the agent of the

Senate to interpret the constitution. The committee must notice changes to the constitution 30 days in advance and post changes to the bylaws 15 days in advance.

The committee discussed the drafting language concerning the Committee on Compensation.

The Compensation Committee shall be a Senate Standing Committee and shall report to the Welfare council. The Compensation Committee will be placed in the appropriate location in the Constitution and Bylaws to signify that it is a Senate Standing Committee and the Committee on Committees will be notified of the desire to have the committee report to the Welfare council.

Proposed language:

The Compensation Committee shall have six faculty members who shall represent a broad range of academic disciplines and units. The members shall be elected by the Faculty Senate from the Faculty at large to staggered three year terms. The committee shall elect its own chair. The committee shall have one administrative representative appointed by the President to serve as a representative able to provide the required information to carry out the committee's responsibilities. The committee shall evaluate and report on compensation relative to peer institutions, raise procedures, raise results and salary structures at the University.

Please note that the staggered terms will be implemented by the Faculty Senate office.

Joe Little moved to approve the language and have the chair send to the committee for final review and have Barbara Wingo ensure that the language is consistent with language for other committees as written in the constitution and bylaws.

The motion was approved.

The committee discussed draft language for Temporary Senate Absence Policy. Language shall be added to bylaw IV E 2 e that states "Temporary replacement Senators shall be elected or selected as otherwise prescribed in the Unit's constitution or bylaws."

Joe Little moved to accept this language. The motion was approved.

The committee discussed proposed changes to the Honorary Degrees, Distinguished Alumnus Awards and Memorials Committee. The committee agreed with points 1, 2 and 3 of the memo. Points 3, 4, 5 refer to procedures and will not require additional constitutional language. The committee will request additional information from the Committee on Committees regarding point 6.

The committee will discuss chair search committees as outlined in the Constitution VI 2 at the next meeting.

The meeting adjourned at 3:27 P.M.

Agenda

Thursday September 7, 2006
3:00-5:00 PM 354 Tigert Hall

1. approval of Minutes from last meeting.
2. Update on the status of drafting new language concerning "Honorary Degrees" committee
3. Update on request to draft language modifying the Dean/Department Chair search procedures
4. Update on language concerning the role and function of the Senate Secretary
5. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws
6. Other business

Minutes

Thursday September 7, 2006
3:00-5:00 PM 354 Tigert Hall

Attendees:

Joe Little
Cathy Martyniak
Tim Taylor
Cynthia Griffin
Mary Ann Ferguson
Blake Landor

Absent:

Joe Glover
Barbara Wingo

The meeting was called to order at 3:00 PM

The minutes from the August meeting were approved.

Honorary Degrees Committee

The committee drafted language for the Honorary Degrees Committee based on guidance from the Committee on Committees and the Senate Chair. Joe Little moved to approve the language. The motion was approved. The committee decided to wait on the emeritus

question until it receives feedback from the Senate. The committee decided to defer to Barbara Wingo regarding the Sunshine Laws request.

Dean/Department chair search procedures

The committee drafted language to modify the Dean/Department Chair search procedures. Joe Little moved to approve the language. The motion was approved.

Senate Secretary

The committee drafted language to update the Senate Secretary's role and function to be a position appointed by the Senate Steering Committee and that the position is a non voting ex officio officer of the Senate. Joe Little moved to adopt the language. The motion was approved.

Committee and Council absence policy

The committee drafted language to state that the current Senator absence policy also applies to Senators on Councils and Senate and Joint committees. Joe Little moved to approve the language. The motion was approved.

Senator Vacancies

The committee drafted language to add temporary senator replacement procedures to the bylaws for senators who are on sabbatical or have class conflicts for up to two semesters. Joe Little moved to approve the language. The motion was approved.

Inconsistencies

The committee will request that Barbara Wingo submit track changes of the inconsistencies in the Regulations, Constitution and Faculty Senate Bylaws to the committee members.

New Business:

Tim Taylor suggested that the committee adopt a structure on the constitution committee where the committee elects a chair elect from the first year members to develop a succession of chair elect, chair and past chair to ease the transition between chairs.

Joe Little moved to adopt this proposal and add it to the October agenda.

The motion was approved.

The meeting adjourned at 4:23 PM.

Agenda

Thursday November 2, 2006
3:00-5:00 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws – Barbara Wingo
3. Review of operating procedures of the constitution committee http://www.senate.ufl.edu/archives/faculty_senate/2005/20051020opProcedures.pdf -- Cathy Martyniak
4. Language change in senate nominating committees and procedures
5. Election of Chair Elect
6. Other business

Minutes

November 2, 2006
3:00-5:00 PM 354 Tigert Hall

Attendees:

Joe Little
Cathy Martyniak
Tim Taylor
Cynthia Griffin
Mary Ann Ferguson
Blake Landor
Barbara Wingo

Absent:

Joe Glover

The meeting was called to order at 3:00 PM

The minutes from the October meeting were approved.

Cathy Martyniak reviewed the constitution committee operating policies and procedures that were created by the 2004-2005 constitution committee. The committee discussed who directs the committee and when changes are put into the constitution. Barbara Wingo explained that changes made to the constitution are reflected the next day and that the constitution committee can act on its own, at direction from the full Senate, the Senate chair and/or the Senate Steering committee. The committee can also deny requests if it needs additional information.

The constitution committee will bring an item to the Steering committee in December in order to seek permission to update bylaw 4E2ABC, which is inconsistent with recent changes to the constitution and bylaws.

Joe Little requested that Cathy Martyniak create a bulleted list of the policies and procedures for the committee's review. The committee would like to review these policies and procedures annually.

The committee also requested that Barbara Wingo review constitutional language to find inconsistencies with the bylaws.

Chair elect election

Cathy Martyniak nominated Dr. Ferguson as chair elect. Joe Little moved to close the nominations and approve Dr. Ferguson as chair elect. The motion was approved.

The meeting adjourned at 3:38 PM.

Agenda

Thursday November 30, 2006
3:00-5:00 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws – Barbara Wingo
3. Other business

Minutes

November 30, 2006
3:00-5:00 PM 354 Tigert Hall

Attendees:

Joe Little
Cathy Martyniak
Tim Taylor
Cynthia Griffin

Mary Ann Ferguson
Blake Landor
Barbara Wingo
Joe Glover

The meeting was called to order at 3:05 PM

The minutes from the November meeting were approved.

Barbara Wingo went over proposed changes in the University Constitution intended to correct various inconsistencies in language and formatting. Most of these changes are of a “housekeeping” nature, but some are substantive. A draft of the proposed changes will be circulated to the committee for comment. The committee will finalize these changes at the January 2007 meeting.

Mary Ann Ferguson and Cathy Martyniak presented proposed changes to the current operating procedures of the Committee. The new version is much shorter. A draft of the proposed changes was circulated to committee members prior to the meeting. Joe Little gave Cathy and Mary Ann several suggested revisions on paper. Any further suggestions from other Committee members should be returned to Cathy and Mary Ann by the 10th of December. A final draft will be distributed after the New Year and discussed at the January 11th meeting.

Tim Taylor will discuss proposed changes in bylaw 4 e-2 (a,b,c) with the Steering committee in December in order to obtain guidance as to whether the language should read “tenured and tenure-track faculty” or simply “faculty.”

The meeting adjourned at 3:45 PM.

Agenda

Thursday January 11, 2007
3:00-5:00 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Update on status of Compensation Committee language
3. Changes to the Senate By-law 4E 2 (a,b,c,)
4. Discussion and adoption of Constitution and Regulation Committee operating procedures
5. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws
6. Other business

Minutes

Thursday January 11, 2007
3:00-5:00 PM 354 Tigert Hall

Attendees:

Joe Little
Cathy Martyniak
Tim Taylor
Mary Ann Ferguson
Blake Landor
Barbara Wingo

Absent:

Joe Glover
Cynthia Griffin

The meeting was called to order at: 3:00 PM.

The minutes were approved

Update on status of Compensation Committee language

Changes to the Senate By-law 4E 2 (a,b,c)

Joe Little moved to strike full time tenured or tenure track and add the word “the” in Senate bylaw 4E2 a so it reads “the” faculty. The motion was approved.

Joe Little moved to strike “full time tenured or tenure track” in Senate bylaw 4E2 b. The motion was approved.

Joe Little moved to strike “full time tenured or tenure track” in Senate bylaw 4E2 c. The motion was approved.

Senate By-law 5

Joe Little moved to change the period to comma and insert the words “but shall not be members of the faculty as defined by article 3 section 1 of the constitution” after the word appointment. The motion was approved

Constitution and Regulations Committee operating procedures

Joe Little moved to adopt the revised committee operating procedures. The motion was approved.

Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws.

The committee agreed to give the Senate the entire document and ask for approval all at once.

Joe Little moved to adopt the proposed constitutional language in Article 3 Section 3 regarding academic ranks. The motion was approved.

Joe Little moved to make the suggested change in Article 4 section 1. The motion was approved. This change will recommend that the Faculty Senate Chair or designee will notify Academic Units of the number of faculty that are eligible for election to the Senate.

Joe Little moved to make recommendations regarding term length in Article 4 Section 2 A to steering committee. The constitution committee recommends that a term (for term limits) be specified as a 3 year term. The motion was approved.

Barbara Wingo will draft a proposal of language for the section regarding ex officio members.

The meeting adjourned at: 4:45 PM

The committee stopped on page 12 and will continue reviewing revision at the next meeting.

Agenda

Thursday February 8, 2006
3:00-5:00 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Discussion about how to make changes to the Constitution and By-laws in reference to the creation of a Dispute Resolution Officer (DRO)
3. Discussion of Joe Little's Comments regarding changes to the Constitution and By-laws
4. New UF Regulations for revision/approval
5. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws Part 2
6. Other business

Minutes

Thursday February 8, 2006

Attendees:

Tim Taylor
Joe Little
Blake Landor
Cathy Martyniak
Cynthia Griffin

The meeting was called to order at 3:00 PM and the minutes of the January meeting were approved.

Discussion about how to make changes to the Constitution and By-laws in reference to the creation of a Dispute Resolution Officer (DRO)- This discussion will be differed to the next meeting until Barbara Wingo is able to attend.

Joe Little's Comments regarding changes to the Constitution and By-laws were included in the revised version of the constitution and bylaws.

Regulations Changes

The committee discussed proposed regulations changes and assigned each change a red, green or yellow light.

Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws Part 2. The committee will continue this discussion at the March meeting.

The meeting was adjourned at 4:03 PM

Agenda

Thursday March 8, 2006
3:00-5:00 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws Part 2
3. Other business

Minutes

Thursday March 8, 2006
3:00-5:00 PM 354 Tigert Hall

Attendees:

Cynthia Griffin
Cathy Martyniak
Mary Ann Ferguson
Joe Little
Angel Kwolek-Folland

The meeting was called to order at 3:00 PM
The minutes of the February meeting were approved.

Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws Part 2

Joe Little moved to accept the proposed change in Senate Bylaw 7 B 2. The motion was approved.

Joe Little moved to make consistent throughout the constitution and bylaws, all references to the University of Florida Regulations. The motion was approved.

Joe Little moved to accept the rule to regulation changes throughout the constitution and bylaws. The motion was approved.

Joe Little moved to add a note in Senate Bylaw 13 3 that consideration should be given to including language giving the Senate initiating power.

Joe Little moved to accept the change in Senate Bylaw 13 4 C. The bylaw will now read "with particular reference to the procedures set forth in article VI of the University Constitution."

The constitution committee agreed to defer all other changes until the April meeting when Barbara Wingo will be present.

The committee noted that Senate Bylaw 18 8 should be reviewed due to a seemingly missing piece.

Joe Little moved to have the Committee on Committees give their opinion on Senate Bylaw 20 D 5 regarding term lengths on committees. The motion was approved.

The DRO item will be on the April Constitution Committee agenda.

The meeting adjourned

University Constitution Committee

Agenda

Thursday April 12, 2006
3:00-5:00 PM 354 Tigert Hall

1. Approval of Minutes from last meeting.
2. Update on the status of proposed changes to Senate Bylaw 20 D 5
3. Dispute Resolution Officer language
4. Rectifying inconsistencies in Regulations, Constitution and Faculty Senate Bylaws Part 3
5. Other business

Minutes

Thursday April 12, 2006
3:00-5:00 PM 123 Tigert Hall

Attendees:

Cynthia Griffin
Joe Little
Angel Kwolek-Folland
Barbara Wingo

Absent
Cathy Martyniak
Mary Ann Ferguson

The meeting was called to order at 3:00 PM
The minutes of the February meeting were approved.

Senate Bylaw 20D 5: The committee is awaiting further instruction from the Committee on Committees and the Steering committee and took no action.

Dispute Resolution Officer: In the view of the committee, the main constitutional changes associated with the DRO will involve revisions in how grievances are handled by the Academic Freedom, Tenure, Professional Relations and Standards (AFTPRS) Committee. The AFTPRS Committee will be requested to determine the required changes and communicate them to the Constitution Committee for action.

Rectifying Inconsistencies in Regulations, Constitution and Faculty Senate Bylaws: Further action on the changes was deferred until next fall. In the committee's view, these changes should be presented in one unified package. This package will not be completed by the end of the current academic year.

Regulatory Changes: Seven proposed regulatory changes were evaluated by the Committee. Changes in Regulations: 6C1-4.003, 6C1-4.016, 6C1-4.0162, 6C1-4.018, 6C1-4.026 and 6C1-7.019 were assigned "red-lights." Regulation 6C1-4.035 was assigned a "green light." Committee members were asked to review the proposed changes closely, and forward suggestions and comments to Barbara Wingo ASAP.

The meeting adjourned at 3:45