

University Constitution Committee 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.

Compensation Committee:

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 chair. The President shall appoint one administrative representative to provide needed information to the committee. The committee shall evaluate and report on compensation relative to peer institutions, raise procedures, raise results and salary structures at the University

Bylaw 2E (e):

Bylaw 2 E (e) When a vacancy in the Senate shall occur because an elected member takes a leave of absence or because of the extended illness or death or resignation of any elected member before the expiration of the term as an elected senator, the vacancy shall be filled by special election in the unit. Special elections shall be called promptly by the appropriate administrative officer, and it shall not be necessary to employ the nominating committee procedure. The person elected shall hold the seat for the remainder of the unexpired term. Temporary replacement Senators shall be elected or selected as prescribed in a unit's constitution or bylaws.

**INCONSISTENCIES IN REGULATIONS, CONSTITUTION
AND FACULTY SENATE BYLAWS**

A few inconsistencies exist between the UF Constitution and the Faculty Senate Bylaws. In addition, the Regulations and the UF Constitution are inconsistent in some places. Most significant are those differences that relate to tenure.

Other subtle inconsistencies also exist, such as incorrect references to various portions of the Constitution that are no longer correct. For example, both the Regulations and Bylaws reference Article III, Section 6 of the Constitution for information regarding committees, including the Committee on Academic Freedom. Actually, the current Article III, Section 6 contains information regarding tenure, not information relating to committees. Finally, both the Constitution and the Bylaws continue to refer to University “rules” rather than “regulations.” The inconsistencies are illustrated in the chart below.

SUBJECT	REGULATIONS	FACULTY SENATE BYLAWS	CONSTITUTION
General terminology	“Regulation” is correct term	Bylaws use the term “rules” throughout rather than “regulations”	Various parts of the Constitution use the term “rules” rather than “regulations”
Ex Officio Members of Faculty Senate		States that “members of the Senate Steering Committee and the chairperson of other constitutionally specified committees elected by the Senate as described in Article III, Section 6, shall be ex officio members if not elected members of the Senate.”	Article III, Section 6 relates to tenure not to ex officio members or senate committees as referenced in the Bylaws.
Committee on Academic Freedom as a standing committee	6C1-7.0441(3) states that Committee on Academic Freedom shall be a standing committee of the Faculty Senate as set forth in Art III, 6(B) of the University Constitution	Also references Art. III, 6(B) and is consistent with regulations, but not with Constitution.	Art III, 6(B) of the Constitution contains <u>no</u> reference to a standing committee. Art. III, 6(B) is titled “Granting of Tenure” and discusses how tenure will be granted.

Tenure	<p>Faculty member may apply at anytime prior to the beginning of the last year of the tenure probationary period.</p> <p>Varying probationary periods – 6 or 7 years depending on college.</p>		<p>States that eligibility for tenure shall normally begin during the fifth year of continuous service.</p> <p>States that decision to recommend a faculty member for tenure must be made by the end of the sixth year of full-time service.</p>
Evaluation of Colleges		<p>Bylaw 13(4)(c) In cases where evaluation is conducted by a special committee, the following policies shall be followed: the committee shall evaluate the entire program of the unit, giving special attention to the particular needs and problems of the unit and the quality of leadership shown, with particular reference to the procedures set forth in Article V of the University Constitution</p>	<p>Article V of the Constitution does not appear to contain any applicable procedures. Rather, Art. V discusses the types and composition of committees, election of committee and council members, etc.</p>
Departmental Evaluations		<p>Bylaw 18(4). The Evaluation Committee shall evaluate the entire program of the department and make recommendations on curriculum, content of courses, . . . and the chairperson’s adherence to Article V of the Constitution of the University.</p>	<p>Article V of the Constitution does not appear to be relevant. Art. V discusses the types and composition of committees, election of committee and council members, etc. It does not discuss any policy that a department chair would need to adhere to specifically.</p>
Departmental Evaluations		<p>Bylaw 18(8). Departments or program concerned to determine whether such external reviews should be used as the periodic departmental evaluations provided for in Article IV, Section 3 of the Constitution</p>	<p>Article IV, Section 3 does not talk about departmental evaluations. This section discusses the duties of the officers of the Senate and election of those officers.</p>



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The Faculty Senate

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April 13, 2006

TO: Chris Snodgrass, Constitution Committee chair

FROM: Committee on Committees

RE: Compensation Committee Structure

Please draft language for the Compensation Committee based on the following recommendations:

1. The Compensation Committee will be a Senate Standing Committee
2. The Compensation Committee will report to the Welfare council
3. The Compensation Committee will have 6 members who shall be faculty members representing a broad range of academic disciplines and units.
4. The Committee members shall be elected to staggered three-year terms by the Faculty Senate from the faculty at large
5. The committee shall elect its own Chair
6. The committee shall have one administrative representative appointed by the President or President's designee to serve as a non-voting ex-officio member able to provide the required information to carry out the committee's responsibilities
7. The committee will have the responsibility of the following tasks:
 - Monitor UF compensation relative to peer institutions
 - Monitor raise procedures at UF
 - Monitor raise results and salary structures at UF

May 12, 2006

Memo to: Tim Taylor, Chair, Constitution Committee

From: Kim Tanzer, Chair, Faculty Senate

Re: Process to replace senators for one or two terms

In the past year the Senate leadership has worked to improve Senate participation by keeping track of attendance at meetings; stressing the importance of Senate attendance to senators, their chairs and deans; and writing to all senators thanking them for their service and acknowledging the number of Senate meetings they have attended. Through this process we have come to discover that a fair number of senators are unable to attend meetings for one or two semesters because of teaching conflicts or sabbaticals.

The Constitution allows for short term replacements during absences from the University, but does not specify a replacement process, nor does it allow for absences for scheduled teaching conflicts. It says, "Absence from three consecutive meetings of the Senate constitutes resignation from the Senate, except that *a Senator whose term is interrupted by a temporary absence from the University may be replaced on a temporary basis during that absence.*" (Emphasis added.)

Through this memo I am requesting that the Constitution Committee consider a simple process which will allow colleges to replace senators for one semester or one year due to absences from the University, and to create a document outlining the process. Additionally please consider the possibility of extending this temporary replacement policy to senators with short term teaching conflicts.

In order to implement your recommendations as early in the 2006-07 academic year as possible, please propose policy language by October 1, and be prepared to amend the Constitution, if you believe it is appropriate, to accommodate teaching absences, by December 1, 2006.



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To: Committee on Committees

From: Danaya Wright, Chair of Faculty Senate

Date: August 2, 2006

Subject: Honorary Degrees, Distinguished Alumnus Awards and Memorials Committee

In reviewing the functions of the HDDAAM Committee with representatives from the President's office, I thought it made sense to make a few changes to the structure and function of this committee. I will list the changes and would ask that you let me know if your committee approves of them in time to get them before the Senate for the September (information) and October (action) meetings.

1. Change the name of the committee to the Honorary Degrees, Awards, and Memorials Committee – this reflects the fact that the committee currently reviews Honorary Degrees, Distinguished Alumnus and Distinguished Achievement Awards, the Stephen C. O'Connell Distinguished Service Award, and namings for University buildings.
2. Change the committee from a Senate Standing Committee to a Joint Committee to reflect that only Honorary Degrees come before the Senate. Committee recommendations for the other awards and memorials go directly to the President and the Senate has no involvement in those.
3. Change the composition of the committee from 8 elected faculty members, to 6 elected faculty members (elected by the Senate) and 3 members appointed by the President. Currently the President has 4 administrative ex-officio non-voting members. The new presidential members would be voting members.

4. Specify that the definition of “faculty members” who are currently excluded from receiving Honorary Degrees include emeritus faculty.

5. Have all nomination packets go to the President’s office where minutes and records of the committee will be kept for public records purposes, in keeping with the proportion of Senate to presidential functions.

6. Change the Constitution and By-laws accordingly to make this a Joint Committee, change the composition, and clarify the functions and procedures for nominations.

I look forward to receiving your committee’s comments about these recommendations at your earliest convenience. Thank you for your consideration of these matters.

CC: President J. Bernie Machen
 Saeed Khan, Chair Honorary Degrees Committee
 Constitution Committee