**Report Demonstrating Bylaws Compliance of the Slate of Nominees**

**2010-2011 Subcommittee on Nominations**

**April 8, 2011**

**Introduction**

The purpose of this report is to demonstrate that the slate of nominees prepared for the committees of the 2011-2012 University Senate is in compliance with the membership requirements articulated in the current University Senate Bylaws. The format of this report will be to cite each relevant bylaw and then provide a statement indicating how the slate of nominees complies with the bylaw. The committees may be referenced by the following acronyms within this report.

* Academic Policy Committee (APC)
* Curriculum and Assessment Policy Committee (CAPC)
* Executive Committee of the University Senate (ECUS)
* Faculty Affairs Policy Committee (FAPC)
* Resources, Planning, and Institutional Policy Committee (RPIPC)
* Student Affairs Policy Committee (SAPC)

**Membership of the 2010-2011 Subcommittee on Nominations (SCoN)**

*V.Section1.D.1. The Subcommittee on Nominations is a subcommittee of the Executive Committee whose members and chair are appointed by the Executive Committee.*

*V.Section1.D.1.a. The membership of the Subcommittee on Nominations shall include, but not be limited to the Executive Committee, the Standing Committee Chairs, the Student Government Association President, and the Staff Council Chair.*

*V.Section1.D.1.b. The Secretary of the Executive Committee shall be the Secretary of the Subcommittee on Nominations.*

The 2010-2011 Executive Committee appointed Christine Zuger as Chair of the Subcommittee on Nominations and agreed not to enlarge the membership beyond that called for in V.Section1.D.1.a above. Since Dean Baker is Secretary of ECUS, she serves as Secretary of SCoN.

* **SCoN Officers:** Christine Zuger (Chair), Dean Baker (Secretary)
* **SCoN Membership:**
  + Members of ECUS 2010-2011 not serving as officers of this committee:
  + President Dorothy Leland, Provost Sandra Jordan, Jan Hoffman Clark, Tanya Goette, Karynne Kleine, Ken McGill
  + Standing Committee Chairs:
    - Macon McGinley (SAPC Chair), Amy Pinney (APC Chair), Barbara Roquemore (CAPC Chair), Craig Turner (FAPC Chair), Catherine Whelan (RPIPC Chair)
  + Student Government Association President: Zach Mullins
  + Staff Council Chair: Jen Maraziti

**Compliance Requirements**

*II.Section4.A. Presiding Officer and Presiding Officer Elect. The University Senate shall have a* ***Presiding Officer****, who presides at all meetings of the University Senate, and a* ***Presiding Officer Elect****, who shall assume the position of Presiding Officer the following year. Only elected faculty senators are eligible to serve as Presiding Officer or Presiding Officer Elect. The election of the Presiding Officer Elect shall proceed as follows. At the spring organizational meeting of the University Senate, the outgoing Subcommittee on Nominations shall nominate one elected faculty senator from the incoming University Senate. The Presiding Officer at the spring organizational meeting shall then call for other nominations from the floor. Should this result in more than one nominee for Presiding Officer Elect, all members of the incoming University Senate shall vote by secret ballot. The nominee receiving the most votes shall be the Presiding Officer Elect. The terms of service for the Presiding Officer and Presiding Officer Elect shall begin with the adjournment of this spring organizational meeting, and shall end when her/his successor assumes office.*

Jan Hoffman Clark, an elected faculty senator from the College of Arts and Sciences, served as Presiding Officer Elect in 2010-2011 and will serve as Presiding Officer of the 2011-2012 University Senate.

Catherine Whelan, an elected faculty senator from the College of Business, has been nominated to serve as Presiding Officer Elect of the 2011-2012 University Senate.

*II.Section4.B. Secretary. The University Senate shall elect a* ***Secretary*** *at it spring organizational meeting who shall be responsible for keeping minutes at all meetings of the University Senate. Only elected faculty senators are eligible to serve as Secretary. The election of the Secretary of the University Senate shall proceed as follows. At the spring organizational meeting of the University Senate, the outgoing Subcommittee on Nominations shall nominate one elected faculty senator from the incoming University Senate. The Presiding Officer at the spring organizational meeting shall then call for other nominations from the floor. Should this result in more than one nominee for Secretary, all members of the incoming University Senate shall vote by secret ballot. The nominee receiving the most votes shall be the Secretary. The term of service of the Secretary shall begin at the call to order of the first meeting of the University Senate following the spring organizational meeting at which (s)he is elected, and shall end when her/his successor assumes office.*

Debby MacMillan, an elected faculty senator from the College of Health Sciences, has been nominated to serve as Secretary of the 2011-2012 University Senate.

*IV.Section 4. All members of the University Senate shall have at least one University Senate committee assignment. Faculty, staff, administrators and students who are not members of the University Senate may be nominated to University Senate committees if the Subcommittee on Nominations deems that appropriate. Committee members who are not members of the University Senate shall be afforded all rights of committee membership, including voting unless explicitly designated as a non-voting member of the committee in these bylaws, but shall have none of these rights in the University Senate.*

There are thirteen members of the five standing committees and eight members on ECUS making seventy-three members on the committees. Of these seventy-three positions on the committees, fifty-two are held by University Senators and twenty-one by individuals not serving on the University Senate. All fifty of the University Senators have been assigned to at least one committee. Two University Senators serve on more than one committee. The Chief Academic Officer (Provost Sandra Jordan) serves on ECUS as required by the bylaws and on FAPC as the Chief Academic Officer designee. Ken McGill (elected faculty senator – CoAS) serves on ECUS as required by the bylaws and on APC as the Chief Academic Officer designee. The remaining twenty-one positions comprise fourteen faculty volunteers (Corps of Instruction faculty that volunteered to serve), two Student Government Association appointees (one to each of RPIPC and SAPC), two Staff Council appointees (one to each of RPIPC and SAPC), and three chief officer designees (Chief Academic Officer designee on CAPC, Chief Business Officer designee on RPIPC, and Chief Student Affairs Officer designee on SAPC).

*V.Section1.A. The* ***Executive Committee of the University Senate*** *shall have no fewer than seven (7) but no more than ten (10) members distributed as follows: one (1) member who is the University President, one (1) member who is the Chief Academic Officer, one (1) member who is the Presiding Officer of the University Senate, one (1) member who is the Presiding Officer Elect of the University Senate, one (1) member who is the Secretary of the University Senate, and up to five (5) additional members as specified in V.Section1.A.1 and V.Section.1.A.2. The Chair of the Executive Committee shall be the Presiding Officer of the University Senate. The Vice-Chair of the Executive Committee shall be the Presiding Officer Elect of the University Senate. Within ten (10) calendar days of its membership being completely determined, the incoming Executive Committee shall hold an organizational meeting at which they elect a Secretary. This election shall be presided over by the Chair of the Executive Committee.*

President Dorothy Leland and Provost Sandra Jordan are named to ECUS. The nominees for University Senate Officers, specifically the Presiding Officer (Jan Hoffman Clark – elected faculty senator, CoAS), the Presiding Officer Elect nominee (Catherine Whelan – elected faculty senator, CoB), and the University Senate Secretary nominee (Debby MacMillan – elected faculty senator, CoHS) are named to ECUS.

*V.Section1.A.1. For each college or the library not represented from among the three (3) University Senate Officers serving on the committee, the outgoing Subcommittee on Nominations shall nominate an incoming elected faculty senator from that academic unit to serve on the Executive Committee. This process shall never result in more than four additional members to the Executive Committee.*

This bylaw requires the addition of elected faculty senators representing CoE and the Library to be named to ECUS. This requirement is met by nominating Lyndall Muschell (elected faculty senator – CoE) and Edward Whatley (elected faculty senator – Library).

*V.Section1.A.2. Should the Chair of the outgoing Executive Committee not be reelected to the Executive Committee, (s)he shall serve as an ex-officio non-voting member of the incoming Executive Committee to assist with continuity for the following academic year.*

The Chair of the 2010-2011 Executive Committee was Ken McGill, and he is nominated to serve on the 2011-2012 Executive Committee (see V.Section1.A.2).

*V.Section1.D.2.e. The Subcommittee shall prepare a report that demonstrates that the composition of all committees complies with the requirements of these bylaws. Such a report shall be submitted to the Executive Committee when the initial committee recommendations are made and any time that changes are proposed to committee membership.*

The report you are reading is respectfully submitted for compliance with this requirement.

*V.Section2.A.2. There shall be thirteen (13) members on each standing committee identified in a manner specified in V.Section2.C. There shall be no fewer than seven (7) senators on each standing committee.*

There are thirteen members on each of the standing committees and the number behind the committee acronym indicates the number of members that are University Senators. Note that each University Senator count is at least seven. <APC (9) CAPC (8), FAPC (9), RPIPC (8), SAPC (9)>

*II.Section1.A.5. The five (5)* ***Presidential Appointees*** *are appointed annually, one appointee to each of the standing committees in V.Section2.C, by the University President after consultation with the Executive Committee. The terms of service of such an appointee shall begin with the call to order of the spring organizational meeting of the University Senate and shall continue until her/his successor assumes office. Such appointments are renewable and are typically named only after the remaining membership of the University Senate is determined, but shall be identified no later than April 7 of the calendar year in which their term of service begins. All students, staff, faculty, and administrators of the university are eligible to serve as Presidential Appointees.*

The Presidential Appointees are specified below as part of the membership for each of the standing committees APC, CAPC, FAPC, SAPC, and RPIPC.

*V.Section2.C.1.a. The* ***Academic Policy Committee*** *shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee, and one (1) member appointed by the University President in compliance with II.Section1.A.5.*

Appointee and Designee (2)

1. Ken McGill (CAO Designee and Elected Faculty Senator, CoAS)
2. Martha Colvin (Presidential Appointee)

Elected Faculty Senators (7) **bylaws require at least seven**

1. Bryan Marshall (CoB)
2. Kirk Armstrong (At Large, CoHS)
3. Stephen Auerbach (CoAS)
4. Andrei Barkovskii (CoAS)
5. Jennifer Flory (CoAS)
6. Amy Pinney (CoAS)
7. Jason Rich (CoAS)

Corps of Instruction Faculty (4)

1. Chandra Power (CoE)
2. Warner Belanger (CoAS)
3. Olufunke Fontenot (CoAS)
4. Mark Vail (CoAS)

*V.Section2.C.2.a. The* ***Curriculum and Assessment Policy Committee*** *shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee, and one (1) member appointed by the University President in compliance with II.Section1.A.5.*

Appointee and Designee (2)

1. Kay Anderson (CAO Designee)
2. Carol Bader (Presidential Appointee)

Elected Faculty Senators (7) **bylaws require at least seven**

1. John Swinton (CoB)
2. Diane Gregg (CoE)
3. Cara Meade (CoE**)**
4. Susan Steele (CoHS)
5. Beauty Bragg (CoAS)
6. Ryan Brown (CoAS)
7. Fadhili Mshana (CoAS)

Corps of Instruction Faculty (4)

1. Sandra Hancock (CoE)
2. Will Hobbs (CoHS)
3. Alex Blazer (CoAS)
4. Beth Broyles (Library)

*V.Section2.C.3.a. The* ***Faculty Affairs Policy Committee*** *shall have thirteen (13) members distributed as follows: eleven (11) members selected from the Corps of Instruction faculty, at least seven (7) of whom are elected faculty senators, one (1) member who is the Chief Academic Officer or an individual appointed by the Chief Academic Officer to serve as her/his designee, and one (1) member appointed by the University President in compliance with II.Section1.A.5.*

Appointee and Designee (2)

1. Sandra Jordan (CAO Designee)
2. Jason Huffman (Presidential Appointee)

Elected Faculty Senators (8) **bylaws require at least seven**

1. Mike Whitfield (CoB)
2. Holley Roberts (CoE)
3. Leslie Moore (CoHS)
4. Carrie Cook (CoAS)
5. David de Posada (CoAS)
6. Mary Magoulick (CoAS)
7. Mike Rose (CoAS)
8. Craig Turner (CoAS)

Corps of Instruction Faculty (3)

1. Sally Humphries (CoB)
2. Karynne Kleine (CoE)
3. David Connolly (CoAS)

*V.Section2.C.4.a. The* ***Student Affairs Policy Committee*** *shall have thirteen (13) members distributed as follows: six (6) members selected from the Corps of Instruction faculty, at least four (4) of whom are elected faculty senators, two (2) members who are selected student senators, one (1) member who is a selected staff senator, one (1) member who is the Chief Student Affairs Officer or an individual appointed by the Chief Student Affairs Officer to serve as her/his designee, one (1) member who is a staff member appointed by a process determined by Staff Council, one (1) member who is a student appointed by a process determined by the Student Government Association, and one (1) member appointed by the University President in compliance with II.Section1.A.5.*

Appointees and Designee (4)

1. Bruce Harshbarger (CSAO Designee)
2. Jennifer Graham (Staff Council Appointee)
3. Caroline Clements (SGA Appointee)
4. Mike Augustine (Presidential Appointee)

Selected Student Senators (2)

1. Evan Karanovich (SGA President)
2. Ross Sheppard (SGA Vice-President)

Selected Staff Senator (1)

1. Toi Franks (Staff Council)

Elected Faculty Senators (5) **bylaws require at least four**

1. Dee Sams (CoB)
2. Rebecca McMullen (CoE)
3. Dianne Chamblee (CoHS)
4. Scott Butler (At Large, CoHS)
5. Josh Kitchens (Library)

Corps of Instruction Faculty (1)

1. Lucy Kachmarik (CoE)

*V.Section2.C.5.a. The* ***Resources, Planning, and Institutional Policy Committee*** *shall have thirteen (13) members distributed as follows: six (6) members selected from the Corps of Instruction faculty, at least four (4) of whom are elected faculty senators, three (3) members who are selected staff senators, one (1) member who is the Chief Business Officer or an individual appointed by the Chief Business Officer to serve as her/his designee, one (1) member who is a staff member appomted by a process determined by Staff Council, one (1) member who is a student appointed by a process determined by the Student Government Association, and one (1) member appointed by the University President in compliance with II.Section1.A.5.*

Appointees and Designee (4)

1. Paul Jones (CBO Designee)
2. Beth McCauley (Staff Council Appointee)
3. Sean Espinosa (SGA Appointee)
4. Susan Allen (Presidential Appointee)

Selected Staff Senators (3)

1. Liz Havey (Staff Council)
2. Greg Mahan (Staff Council)
3. Jen Maraziti (Staff Council Chair)

Elected Faculty Senators (4) **bylaws require at least four**

1. Cynthia Cano (At Large, CoB)
2. Judith Malachowski (CoHS)
3. Stephen Price (CoAS)
4. Chris Skelton (CoAS)

Corps of Instruction Faculty (2)

1. Victoria Deneroff (CoE)
2. Amy Burt (CoAS)