

2-28-2011

2011 February 28

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**Recommended Citation**

"2011 February 28" (2011). *Minutes*. 104.  
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**MINUTES OF THE UNIVERSITY SENATE**  
**February 28, 2011**

1. The regular meeting of the University Senate February 28, 2011 was called to order by Senator Spiggle at 4:02 PM.
2. Election of the Secretary

Senator Spiggle opened the floor for nominations for Secretary of the University Senate for the remainder of spring term 2011. Senator Chambers nominated Elizabeth Jockusch. The motion was seconded by Senator Higgins. Elizabeth Jockusch was elected Secretary of the University Senate for the remainder of spring term 2011.

3. Approval of Minutes

Moderator Spiggle presented the minutes from the regular meeting of January 31, 2011 for review.

**The minutes were approved as written.**

4. Report of the President

The President was in Hartford, so Provost Nicholls presented the report. Earlier in the day, both the Provost and President testified to the Appropriations Committee about effects of the Governor's budget proposal, which includes a 10% cut (ca. \$44 million) for UConn. However, several major questions remain unanswered, making it difficult to know what effects the proposed cut would have. For example, it is not yet known what the outcome of SEBAC talks will be, or if any concessions granted by the unions would accrue to the University. More definite information on the budget is needed before the Board of Trustees makes decisions about tuition and fees for the next academic year.

Three other issues were discussed in the testimony to the Appropriations Committee: the proposed new Board of Regents, which would unite the oversight of state institutions of higher education. UConn's position is that because it is the only research university in the state, and therefore is quite different from the other institutions, it should not come under the purview of the proposed new Board of Regents.

A proposal to limit flexibility in hiring by subjecting UConn to the rules of Department of Administrative Services would create severe logistical problems in hiring.

The Provost stated the Appropriations Committee is appreciative of the fact that UConn is attracting more and better qualified students and that it does a great deal to help the economy through research and public engagement.

The Provost also discussed the progress of the McKinsey Consultants, who have been on campus for two weeks. The four consultants seem to understand what happens in public higher

education and are in a preliminary data gathering/interviewing stage, which will probably continue for a few more weeks. They are focusing initially on procurement and Information Technology issues. This stage will be followed by data analysis and benchmarking with peer institutions. Vice President Feldman and Provost Nicholls are in close contact, holding weekly meetings with the consultants; a steering committee also meets with them regularly. There will be more town hall meetings, as well as forums set up by the consultants.

Senator Tuchman asked Provost Nicholls to explain UConn's position on inclusion in the proposed Board of Regents. The Provost responded that UConn is the only public research unit in the state, and for that reason, UConn is quite different from the other institutions of higher education in the state. The University's position is to be cautious and point out how different UConn is from other institutions.

5. Senator Clausen presented the report of the Senate Executive Committee (Attachment #29)
6. Moderator Spiggle presented the Consent Agenda.

**The Senate voted to approve the Consent Agenda as posted.**

- a. Report of the Nominating Committee (Attachment # 30)
- b. Report of the Curricula and Courses Committee (Attachment #31)
7. Motion to recommend modification of the By-Laws of the University of Connecticut, Article IX, the University Senate (Attachment #32)

This motion was presented by Senator Clausen, who first discussed the background for the motion. For each of the proposed modifications, Senator Clausen displayed the revisions to the text and discussed the motivation and intent of the proposed changes.

This motion came about as a result of an extensive review of and amendments to the by-laws, which took place approximately two years ago, and with which the Senate was heavily involved. The article that involved the Senate was minimally amended at that time; instead, the Senate asked for the opportunity to suggest changes to Article IX to the Board of Trustees, and a committee was established to draft the proposed changes. This committee included Provost Nicholls, Donna Munroe, Rachel Rubin, John Clausen, Karla Fox, and Tammy Gifford. The committee spent approximately a year and a half developing the suggested changes.

Because the by-laws are owned by the Board of Trustees, the committee is seeking Senate endorsement of these suggestions, before they are presented to the Board of Trustees for its consideration.

The proposed changes as presented to the University Senate can be seen in their entirety in Attachment #32 of these minutes.

Below is a summary of the explanations for proposed changes:

- Purpose and mission of the Senate (in preface statement).
  - Recommended striking line about “all undergraduate schools and colleges” because the Committee felt like this statement limited the scope and mission of the University Senate. The Senate finds itself deeply involved in issues beyond the undergraduate schools and colleges. So striking this line allows a broader mission.
  - Recommended adding a statement: to encourage the administration to consult with the Senate, especially on policy issues.
  
- Section A. Membership:
  - Recommended updating titles and changes to reflect current administrative organization.
  
- B. Elections
 

Most of the recommended changes are to this section. These include:

  - A proposal to keep ballots and vote totals on file at the Senate office, rather than posted openly, reflecting current practice.
  - Updating language to reflect the fact that alternates are often appointed for a year rather than a semester
  - Updates for the Deans’ constituency
  - Updated language on representation of different units to try to keep it proportionate: no more than 5 members elected at-large from any school or college other than CLAS, with a maximum of 15 for CLAS.
  - Modified language about how student representatives are appointed to reflect current practice
  - In several places, recommended language transferring official responsibility from the Provost to the Senate to reflect current practice. (In the past, the Provost sat on all standing committees and ran many of them; this is no longer possible.)
  
- C. Functions
  - Recommended changes designed to eliminate perceived redundancy.
  - added BOT roles, The replacement language comes from a resolution President Austin prepared
  - added a Senate role to make appointments to committees and boards.
  
- E. Meetings:
  - Updated language to reflect current practice of the Senate, rather than the President, calling meetings.
  
- G. Committees:
  - recommended that a graduate student be added to the SEC, since the undergraduate member typically does not feel that he or she can adequately represent the graduate students.

- updated language so that students can be represented during the summer. (Under current by-laws, students are not represented during the summer, and issues relevant to summers arise over the summer.)
- proposed changes to the construction of the Committee of Three—recommending that the Committee include only tenured full professors (rather than incoming Senators) who do not hold administrative office, and that they be elected in fall, rather than spring, to provide continuity over the summer. Also proposed changes to ensure departmental diversity, and not allow them to select their own substitute (bringing this in line with the practice of selecting substitutes for other Senate committees)
- clarified the Provost’s practice of assigning of delegates to standing committees, bringing the proposed procedures in line with current practice

Extensive discussion followed the motion to endorse these changes.

Senator Douglas, speaking at the request of Senator Sanner who was called away from the meeting, asked for clarification in the language in the introductory paragraph of Article IX. Senator Douglas stated that Senator Sanner questioned the use of the word “shall” in the new language of the final sentence inquiring if the word “should” was intended. Senator Sanner endorses the use of the word shall, as it mandates that it must happen, but wanted to ensure that was the intended purpose of the modification. The word “shall” was intended.

Senator Freake indicated that he had detected a good reason for the apparently repetitive language that the motion proposed striking. The almost repeated paragraph is under the section of the document that describes the functions, and if it is removed, then the Senate is left without its main function.

**Senator Freake moved to amend section C. Functions to reinstate the paragraph that describes the function of the University Senate.**

### C. Functions

The University Senate is a legislative body for the purpose of establishing minimum rules and general regulations pertaining to the educational program and mission of the institution that are not reserved to the Board of Trustees, to the administration, to the Graduate Faculty Council, or to the several faculties.

~~The University Senate is a legislative body and concerns itself with minimum rules, general regulations, pertaining to all undergraduate schools and colleges and with policy insofar as it pertains in a general way to the educational program of the institution and is not reserved to the Board of Trustees, to the administration, or to the several faculties.~~ The University Senate shall appoint ex-officio representatives to the Board of Trustees committees, with full participation in discussion but without vote. These representatives will have the same status at Board of Trustees meetings, with voice but without vote. When executive sessions are called only those persons whose presence is necessary to provide their opinion on the issue at hand will be invited into Executive Session.

The University Senate will make other appointments to University committees and boards as it deems appropriate.

**The amendment carried.**

Senator Tuckman inquired about whether the new wording about Senate membership on Board of Trustees committees would, if accepted, prevent a repeat of an awkward moment several years ago when Senator representatives who tried to speak at the Board of Trustees meeting were unable to do so because they were not recognized. Senator Clausen responded that that was the intent.

Senator Mannheim continued this line of discussion, asking whether the Senate would have representation when the full Board of Trustees meets or only when Committees of the Board of Trustees met. Senator Fox responded that negotiation have taken place to have Senate members on all Board of Trustees committees, because that is where the bulk of the work takes place and that although it does not say that the committee members should sit at the full board meetings, this has always been the practice. Senator Munroe stated that the membership of the Board of Trustees is set in state statute.

Senator Zirakzadeh moved to amend the section G.2. Committee of Three to replace “tenured, full professors” with “tenured professors” and to replace “who do not hold administrative office” with “(excluding those who have the administrative titles of department head or higher.)”

**Senator Schultz moved to divide the question.**

**The motion to divide the question carried.**

Moderator Spiggle presented the first of Senator Zirakzadeh’s amendments which was to strike the word “full” from between “tenured, full professors.”

The Committee of Three, which functions in faculty dismissal and grievance procedures, is to be constituted as follows: Each ~~springfall~~, after the Senate elections for ~~the faculty~~ Faculty Review Board ~~is~~are completed, the ~~SEC-Nominating Committee shall submit to the Senate for the election of one person to the Committee of Three for a three-year term by written ballot, a slate of at least three faculty members who are tenured, full professors and who do not hold administrative office. The slate of nominees must not represent the same department as any member whose term continues into the following year. Members of the Faculty Review Board shall not be eligible for nomination.~~ will distribute to Senate members a first ballot with the names of newly elected faculty members (excluding those who have the administrative titles of department head or higher). A second ballot with the names of the two Senators receiving the highest number of votes will then be distributed to the members of the Senate. The Senator receiving a majority of the votes cast will be a member of the Committee of Three until the end of his/her term.

**The motion to amend carried with two abstentions.**

Moderator Spiggle presented the second of Senator Zirakzadeh’s amendments which was to strike the words “and who do not hold administrative office” and replace it with the original wording, which is “(excluding those who have the administrative titles of department head or higher.)”

The Committee of Three, which functions in faculty dismissal and grievance procedures, is to be constituted as follows: Each ~~springfall~~, after the Senate elections for ~~the faculty~~ Faculty Review

~~Board is~~ completed, the ~~SEC~~ Nominating Committee shall submit to the Senate for the election of one person to the Committee of Three for a three-year term by written ballot, a slate of at least three faculty members who are tenured, full professors and who do not hold administrative office (excluding those who have the administrative titles of department head or higher). The slate of nominees must not represent the same department as any member whose term continues into the following year. Members of the Faculty Review Board shall not be eligible for nomination. ~~will distribute to Senate members a first ballot with the names of newly elected faculty members (excluding those who have the administrative titles of department head or higher). A second ballot with the names of the two Senators receiving the highest number of votes will then be distributed to the members of the Senate. The Senator receiving a majority of the votes cast will be a member of the Committee of Three until the end of his/her term.~~

### **The motion to amend carried.**

Senator Mannheim proposed an amendment to the paragraph concerning special meetings in Section E to clarify who the Secretary being referred to is.

Special meetings of the University Senate may be called by the President, or by the Recording Secretary of the University Senate at the request of at least twenty-five percent of the members. Such request, with signatures, shall be presented in writing to the Recording Secretary of the University Senate. The call for a special meeting shall be issued at least a week in advance of the meeting and shall state the purpose of the meeting.

### **The motion to amend carried.**

Senator Mannheim proposed an amendment to Section G.1. on the proposed method for determining the student members of the Senate Executive Committees. Senator Mannheim stated that if the Senate is going to treat them as separate constituencies, then they should be elected separately by their respective constituencies. Thus, he proposed that the language should be modified as follows: “the undergraduate and graduate student members shall be elected from amongst their respective Senate members” (striking the words “and by all student members of the.”

The undergraduate and graduate student members shall be elected from amongst their respective and by all student members of the Senate members. The Undergraduate Student Government and Graduate Student Senate Presidents will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are elected.

Discussion followed.

Senator Clausen indicated that the Committee had discussed that very issue, but decided that because there are only two graduate student Senators, having the two of them vote to elect one of them would be problematic. The Committee believed that more voting members, including the undergraduate Senators for example, would lead to a better outcome.

Senator Hussein proposed a friendly amendment to the wording of Mannheim’s suggestion, which was to modify the Mannheim amendment to insert the words “and by.” The friendly amendment was accepted: “the undergraduate and graduate student members shall be elected from amongst and by their respective Senate members”

The undergraduate and graduate student members shall be elected from amongst st and by their respective and by all student members of the Senate members. The Undergraduate Student Government and Graduate Student Senate Presidents will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are elected.

Senator Cantino proposed an amendment to change the word “elected” to “selected.”

The undergraduate and graduate student members shall be selected from amongst st and by their respective and by all student members of the Senate members. The Undergraduate Student Government and Graduate Student Senate Presidents will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are elected.

**The motion to amend carried.**

Discussion returned to the amendment as amended:

Senator Clausen said that he did not support the change; one of the other effects of this would be that the graduate students would no longer vote for or select an undergraduate member.

Moderator Spiggle returned the Senate to the Mannheim amendment, as modified by the friendly amendment of Senator Hussein.

The undergraduate and graduate student members shall be selected from amongst st and by their respective and by all student members of the Senate members.

**The motion to amend was defeated.**

Senator Schultz turned discussion to the proposed language involving student representation over the summer. He pointed out that the motion as proposed doesn't take into account the possibility that the person who served during the term or another Senator could continue to serve during the summer. Thus he suggested that the language be amended to include the phrase “or their student Senate member designee”.

The Undergraduate Student Government and Graduate Student Senate Presidents or their student Senate member designee will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are elected.

**The motion to amend carried.**

Senator Ratcliff proposed an amendment to provide consistency to the paragraph, namely to change the second reference of “elected” to “selected.”

The Undergraduate Student Government and Graduate Student Senate Presidents or their student Senate member designee will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are selected.

**The motion to amend carried.**

Moderator Spiggle presented the entire section of Article IX, as amended, of the By-Laws of the University of Connecticut.

ARTICLE IX – THE UNIVERSITY SENATE  
(New language underlined, old language with ~~line-out~~)

There shall be a University Senate that shall be a legislative body for the purpose of establishing minimum rules and general regulations pertaining to ~~all undergraduate schools and colleges and with policy insofar as it pertains in a general way to~~ the educational program and mission of the institution ~~and is that are~~ not reserved to the Board of Trustees, to the administration, to the Graduate Faculty Council, or to the several faculties. The University Senate shall be regularly consulted by the Administration on matters pertaining to the Senate's purview.

### A. Membership

The University Senate shall consist of *ex officio* and elected members. The *ex officio* members shall be the President, the Provost, all Vice Presidents, all Vice Provosts, and the ~~Associate Vice President and~~ Chief Information Officer, ~~and the Associate Vice President for Human Resources and Payroll Services.~~ These *ex officio* members shall not vote.

The Senate shall contain ninety-one elected, voting members, as follows:

1. Three ~~administrative officers elected by and from a group composed of the~~ deans of the schools and colleges, which are Senate electoral constituencies (see Section B below). ~~Members of this group and the ex officio members listed above are not eligible to vote in or to be elected from any of the constituencies listed in Section B.2. or B.3. below.~~
2. Seventy-two members of the faculty elected according to one or the other of the two faculty electoral processes described in Section B.2. below.
3. Nine professional staff members elected by and from the constituencies described in Section B.3. below.
4. Five undergraduate students (see Section B.4 below).
5. Two graduate students (see Section B.5. below).

### B. Elections

The election of faculty and other staff members to the Senate shall normally be held between October and March and shall be conducted by secret ballot. A minimum of one week, excluding time when the University is in recess, shall be allowed between the distribution and collection of ballots for Senate elections. Those elected shall take office on July 1. All elections shall be in the charge of the Senate Executive Committee and the returns shall be certified by two inspectors of election selected by the Senate.

In any Senate election, persons eligible for election who feel unable to serve shall be given an opportunity to withdraw their names from the list of candidates for nomination. The names of those persons who have withdrawn, as well as the names of persons who are completing two consecutive terms, shall be indicated on the nominating ballot.

~~The ballot for the second vote (election ballot) in any Senate election must indicate the number of votes each nominee received. In addition, there must be listed the names of those persons who were not nominated, but who received at least 70% of the number of votes received by the nominee with the fewest votes. After the election, the number of votes received by those persons who were elected and the number of votes received by nominees who were not elected must be made public. After the election, the number of votes received by those persons who were elected and the number of votes received by nominees who were not elected must be kept on file in the Senate Office.~~

The Senate Executive Committee shall retain on file the number of votes cast for each candidate in each constituency for each annual class whose term has not expired, and shall designate the available candidate with the highest vote at the last previous election in the proper constituency as the alternate to replace any senator whose place will be vacant in any semester because of resignation, retirement, or leave of absence from the University. Priority in case of tie votes shall be determined by lot. Such alternates shall be designated for up to one semester-year at a time and at the beginning of the semester unless the vacancy occurs later.

When it is known that there will be a vacancy throughout the last year or last two years of a three-year term in a constituency not otherwise scheduled to participate in a regular annual election, then that constituency will participate in order to elect a replacement to serve for the one- or two-year period remaining in the unexpired term.

The term of office of a senator shall begin on July 1 and shall extend for one year in the case of student members and for three years in the case of other elected members. Senators shall be eligible for re-election, except that a member who has completed two consecutive three-year terms shall be ineligible for re-election to serve during the year which immediately follows the period of consecutive service (which may have been extended by virtue of election to the Senate Executive Committee).

1. ~~For purposes of electing the three administrative officers, the electors described in Section A.1. above, shall determine the procedure that they will follow~~The Deans shall constitute a constituency from which they will elect one member each year for a three-year term.
2. Two electoral processes for faculty membership in the Senate shall be followed, (a) constituency and (b) at-large. Faculty members shall not be eligible to stand for election or to vote in the first regular election following their initial appointment to the faculty.

*a. Faculty constituency elections*

The voting members of the faculty (see Article X.A.) of each of the following units shall, for these purposes, be deemed an electoral constituency: College of Agriculture and Natural Resources, School of Business, Neag School of Education, School of Engineering, School of Fine Arts, School of Law, College of Liberal Arts and Sciences, School of Nursing, School of Pharmacy, School of Social Work, and the Avery Point, Hartford, Stamford, Torrington, and Waterbury Regional Campuses. A person who is a voting member of more than one faculty will belong to only one constituency, that of the faculty in which his or her principal appointment is held.

The number of senators to be elected from each constituency will be one for each thirty faculty members or major fraction thereof within that constituency, with the proviso that each school, college, or regional campus will have at least one senator. The faculty of a school, college, or regional campus that is thus allocated more than one senator will have the option of establishing nonoverlapping sub-constituencies. Senators chosen from a constituency will be elected by and from among the members of that constituency. The determination of the proper number of senators to be allocated to each constituency will be

reviewed annually by the ~~Provost~~ Senate. The annual schedule for electing members from each constituency shall be determined by the ~~Provost~~ Senate in such a way as to provide for the optimum staggering of three-year terms within each constituency and for a reasonable degree of uniformity in the total number of members to be elected each year from all constituencies. To achieve these objectives, when a constituency becomes eligible to elect an additional senator, the initial term may be limited to one or two years in order that succeeding three-year terms may begin in the most appropriate years.

*b. At-large elections*

The number of faculty elected at-large will be the number remaining after the number of senators to be elected from constituencies is subtracted from seventy-two. Senators chosen at-large will be elected by and from the faculty electoral constituencies.

No school/college shall have more than five faculty representatives elected at-large except the College of Liberal Arts and Sciences, which may have no more than fifteen.

3. The professional staff<sup>1</sup> members shall be elected according to procedures approved by the Provost and Executive Vice President for Academic Affairs from four constituencies as described below. Staff members are ineligible to stand for election or to vote in the first regular election following their initial appointment to the staff.
  - a. Division of Student Affairs ~~and Services~~ and Enrollment Planning ~~and~~ Management, and Institutional Research (excluding regional campuses), who shall elect two senators.
  - b. University libraries (excluding regional campuses), who shall elect one senator.
  - c. Regional campuses, who shall elect one senator.
  - d. All professional staff shall elect five at-large senators.
4. Undergraduate student members shall be ~~selected by procedures established~~ appointed by the President of the Undergraduate Student Government ~~with the approval of the Provost according to procedures established by the Undergraduate Student Government.~~
5. Graduate student members shall be ~~selected by procedures established~~ appointed by the President of the Graduate Student Senate ~~with the approval of the Provost according to procedures established by the Graduate Student Senate.~~

### C. Functions

The University Senate is a legislative body for the purpose of establishing minimum rules and general regulations pertaining to the educational program and mission of the institution that are not reserved to the Board of Trustees, to the administration, to the Graduate Faculty Council, or to the several faculties. ~~The University Senate is a legislative body and concerns itself with minimum rules, general regulations, pertaining to all undergraduate schools and colleges and with policy insofar as it pertains in a general way to the educational program of the institution and is not reserved to the Board of Trustees, to the administration, or to the several faculties.~~ The University Senate shall appoint ex-officio representatives to the Board of Trustees committees, with full participation in discussion but without vote. These representatives will have the same status at Board of Trustees meetings, with voice but without vote. When executive sessions are called only those persons whose presence is necessary to provide their opinion on the issue at hand will be invited into Executive Session.

[The University Senate will make other appointments to University committees and boards as it deems appropriate.](#)

#### **D. Officers**

The President of the University shall be Chair of the University Senate. If the President chooses not to preside, the presiding officer shall be the Provost. A moderator shall be elected from the membership for an annual term beginning in September. At a meeting called at the request of at least twenty-five percent of the members, the presiding officer shall be the Chair of the Senate Executive Committee.

A recording secretary of the Senate, elected by the Senate, is responsible for recording and distributing minutes of Senate meetings.

#### **E. Meetings**

Meetings of the University Senate shall be held regularly at times to be fixed by ~~the President on the advice of~~ the Senate. The dates and times of meetings shall be published at the start of the academic year.

Special meetings of the University Senate may be called by the President or by the **Recording Secretary of the University Senate** at the request of at least twenty-five percent of the members. Such request, with signatures, shall be presented in writing to the **Recording Secretary of the University Senate**. The call for a special meeting shall be issued at least a week in advance of the meeting and shall state the purpose of the meeting.

On the request of any member of the Senate, if supported by four colleagues, a record vote shall be taken. These record votes shall be made a part of the minutes.

#### **F. Minutes and Reports**

Minutes of the meetings of the University Senate shall be posted on the University Senate website and sent to the University Archives. The University Archives shall be the official place for filing minutes of the University Senate.

#### **G. Committees**

##### 1. The Senate Executive Committee

The Senate Executive Committee (SEC) shall consist of eight faculty members, one professional staff member, and one [undergraduate and one graduate](#) student member. The faculty and professional staff members shall be elected by the Senate from among the elected members of the Senate who are not primarily administrators. Department heads and directors are not regarded as primarily administrators. The [undergraduate and graduate student](#) members shall be selected from among and by [all](#) student members of the Senate. [The Undergraduate Student Government and Graduate Student Senate Presidents or their student Senate member designee will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are selected.](#)

Elections shall follow the annual election of such members and shall normally take place in April. For faculty and professional staff members, a term of service on the Executive Committee shall begin on July 1 and shall be for three years. The term of membership in the Senate of a faculty or professional staff representative elected to the Executive Committee shall be automatically extended, if necessary, to be coterminal. For the student member, the term of service shall be one year, renewable to a maximum of three consecutive years. After the annual election, the Senate shall elect one of the nine faculty and professional staff members to serve as Chair of the SEC for a one-year term, which may be renewed. A vacancy on the SEC shall be filled by election for the duration of the

vacancy.

No school/college shall have more than one faculty representative elected in any class, except the College of Liberal Arts and Sciences, which may have as many as two representatives in any class. The College of Liberal Arts and Sciences may have no more than a total of four members on the SEC at any time and no other school/college may have more than two members at any time. No faculty or professional staff senator shall be eligible for immediate re-election to the SEC. The SEC is responsible for organizing and coordinating the business of the Senate and of Senate committees. To this end, it shall maintain a clerical staff and an office. It shall distribute an agenda for each Senate meeting to the faculty and professional staff at least five days before the meeting. (Items of an extraordinary nature may be considered at a Senate meeting which have not been included in the agenda for that meeting.) It shall receive the reports of Senate committees before they are forwarded to the Senate. It also shall be available to be consulted as the voice of the Senate, especially in reference to resolutions of the Senate, which are designed to be transmitted ultimately to the Board of Trustees. SEC members shall also constitute the faculty membership of the Trustee-Administration-Faculty-Student Committee (see Section VIII.C.).

## 2. Committee of Three

The Committee of Three, which functions in faculty dismissal and grievance procedures, is to be constituted as follows: Each ~~springfall~~, after the Senate elections for ~~the faculty~~ Faculty Review Board ~~is~~ are completed, the ~~SEC Nominating Committee shall submit to the Senate for the election of one person to the Committee of Three for a three-year term by written ballot, a slate of at least three faculty members who are tenured, full professors and who do not hold administrative office (excluding those who have the administrative titles of department head or higher).~~ The slate of nominees must not represent the same department as any member whose term continues into the following year. Members of the Faculty Review Board shall not be eligible for nomination. will distribute to Senate members a first ballot with the names of newly elected faculty members (excluding those who have the administrative titles of department head or higher). A second ballot with the names of the two Senators receiving the highest number of votes will then be distributed to the members of the Senate. The Senator receiving a majority of the votes cast will be a member of the Committee of Three until the end of his/her term.

When~~ever~~ a vacancy occurs in the membership of the Committee of Three, the Senate shall elect in the same manner from the faculty group in which the vacancy exists, except if the vacancy is for less than one year, then it shall be filled by the available candidate with the highest vote in the last previous election in the appropriate class and constituency.

~~In an emergency, the SEC may authorize the remaining members of the Committee of Three to select a substitute for a member of the Committee of Three to serve while such member is absent from the campus.~~

## 3. Standing/Special Committees of the Senate

The Senate may appoint and define the duties of standing or special committees. The Provost shall be or assign a delegate to be an ~~be~~ *ex officio* ~~a~~ member of all standing committees.

Each standing committee shall keep accurate records of its proceedings and shall provide these to the SEC. Reports shall be presented to the University Senate as often as the amount and nature of business warrants, and at least annually.

Special committees shall be considered as discharged, without formal vote, when their final reports have been received by the Senate.

Moderator Spiggle asked the Senate to endorse the suggestions, before they are presented to the Board of Trustees for its consideration.

**A vote on the proposal to endorse the by-law modifications as amended carried.**

8. There was no new business.
9. There was a motion to adjourn.

The motion was approved by a standing vote of the University Senate.

The meeting adjourned at 5:40 PM.

Respectfully submitted,

Elizabeth Jockusch  
Secretary of the University Senate

The following members and alternates were absent from the February 28, 2011 meeting:

Accorsi, Michael	Forbes, Robert	McGavran, Dennis
Aindow, Mark	Gilbertson, David	O'Neill, Rachel
Altobello, Marilyn	Gray, Richard	Ogbar, Jeffrey
Anderson, Elizabeth	Haggerty, Thomas	Paul, Jeremy
Armando, Kayla	Hamilton, Douglas	Recchio, Thomas
Austin, Philip	Hiskes, Richard	Ricard, Robert
Biechele, Travis	Holsinger, Kent	Roe, Shirley
Bouchard, Norma	Kendall, Debra	Saddlemire, John
Boyer, Mark	Kerstetter, Jane	Segerson, Kathleen
Bradford, Michael	Knecht, David	Sewall, Murphy
Breen, Margaret	Korbel, Donna	Siegle, Del
Bull, Nancy	Laurencin, Cato	Skoog, Annelie
Carrah, Jr., Michael	Letendre, Joan	Strausbaugh, Linda
Collins, Grace	Lowe, Charles	Williams, Michelle
Colon, Richard	Martin, Jeanne	Yanez, Robert
Deibler, Cora Lynn	McCoy, Patricia	
Desai, Manisha	McDonald, Earl	

**Report of the Senate Executive Committee**  
to the University Senate  
February 28, 2011

The Senate Executive Committee has met three times since the January 31, 2011 meeting of the University Senate.

On February 4<sup>th</sup> the Senate Executive Committee met privately with incoming President Susan Herbst.

On February 18<sup>th</sup> the Senate Executive Committee met privately with Provost Nicholls. Afterwards the SEC met with committee chairs to plan the agenda for this meeting. We discussed the recommended changes to Article IX of the Bylaws of the University, and item on the agenda today. The Scholastic Standards Committee continues its work on evaluating the residency requirement, honors guidelines, online course standards, and policies regarding university closing due to weather. The Faculty Standards Committee continues its work on emeritus status and are reviewing PTR procedures. GEOC is beginning discussions of general education requirements and study abroad courses. The SEC also discussed the recent senate resolution regarding a Metanoia. Finally, the progress being made by the UICC was discussed.

On February 18<sup>th</sup> the Senate Executive Committee met privately with President Austin. Afterwards, the SEC met with President Austin, Provost Nicholls, and Vice Presidents Suman Singha, Barry Feldman, Donna Munroe, and Richard Gray to discuss. Provost Nicholls updated the SEC on the activities of the McKinsey consultants as well as how tight space issues are on campus, especially the opportunities for swing space. Vice President Singha discussed potential impacts of the loss of earmarks and a continuing resolution of some sort. Vice President Gray discussed the governor's budget, the suggested tuition increase to be at the COLI, and legislation regarding returning control of hiring non-faculty positions to DAS. The distribution of the recent \$15M sweep of reserves at UConn was also discussed. And finally, the SEC met with the Senate's representation on the Coalition on Intercollegiate Athletics, Larry Gramling and William Kraemer. L. Gramling will remain on the COIA steering committee, while W. Kraemer has become the UConn representative. This organization was created to bring the various senates together. The past annual meeting in Chicago focused on fiscal controls and reform. The senate is fortunate to have these two representatives with considerable knowledge and experience. UConn is further fortunate to have in place a structure of reporting that is considered a best practice by COIA, as well as a record of issues that pale in comparison to many institutions.

Respectfully submitted,  
John C. Clausen  
Chair, Senate Executive Committee  
February 28, 2011

**Nominating Committee Report  
to the University Senate**  
February 28, 2011

1. The Nominating Committee moves the following student addition to the named committees effective immediately and with a term ending June 30, 2011.
  - Katelyn Aguilar, graduate student, to the Scholastic Standards Committee
  - Rebecca D'Angelo, undergraduate student, to the Scholastic Standards Committee
  - Chad Jens, undergraduate student, to the Scholastic Standards Committee
  - Yoana Yakova, undergraduate student, to the Curricula & Courses Committee
  
2. The Nominating Committee moves to remove undergraduate student, Grace Collins, from the Scholastic Standards Committee.

Respectfully submitted,

Marie Cantino, Chair  
Thomas Bontly  
Karla Fox

Andrea Hubbard  
Debra Kendall  
Andrew Moiseff

**University Senate Curricula and Courses Committee  
Report to the Senate  
February 28, 2011**

**I. The Curricula and Courses Committee recommends approval to ADD the following 1000 or 2000 level courses:**

- A. URBN 1300 Exploring Your Community  
Three credits.  
Various aspects of urban and community life emphasizing the interplay of social justice, diversity, individual and social well being. Explores theories, concepts, and methods in community studies. May contain a service learning component. CA 2. CA 4.
- B. WS 2250 Feminisms (note: this is a course level change)  
(250) Three Credits. Open to Sophomores and higher. Recommended preparation: WS 1104, WS 1105 or WS 1124. Not available for credit to those who have passed WS 3250. Current feminist theories and related social and political issues.
- C. WS 2263 Women and Violence (note: this is a course level change)  
(263) (Also offered as HRTS 2263.) Three credits. Not available for credit to those who have passed HRTS/WS 3263.  
A discussion of the various forms of violence against women in our society, including rape, battering, incest and pornography; treats the social, political and personal meaning of violence.
- D. WS 2267 Women and Poverty (note: this is a course level change)  
(267) Three Credits. Open to Sophomores and higher. Recommended preparation: WS 1104, WS 1105 or WS 1124. Not available for credit to those who have passed WS 3267. An exploration of poverty and gender inequality within the frameworks of the global political economy in select countries. The impact of race, class, and gender differences on inequality will be examined along with policies that keep people in, and those that will bring them out of, poverty.

**II. The Curricula and Courses Committee recommends approval to REVISE the following 1000 or 2000 level courses:**

- A. ENGL 1004 (change course title)  
*Current Catalog Copy*  
1004. Basic Writing  
(104) Either semester. Four credits.  
Development of the reading and writing skills essential to university work. Students placed in ENGL 1004 must pass the course before electing ENGL 1010 or 1011. Not open to students who have passed ENGL 105, 109, 1010, or 1011.  
*Revised Catalog Copy*  
1004. Introduction to Academic Writing  
(104) Four credits. Not open to students who have passed ENGL 105, 109, 1010, or 1011.

Development of the reading and writing skills essential to university work. Students placed in ENGL 1004 must pass the course before electing ENGL 1010 or 1011.

B. ENGL 1701 Creative Writing I (change description)

*Current Catalog Copy*

(146) Either semester. Three credits. Prerequisite: ENGL 1010 or 1011 or 3800.

First course in creative expression in fiction, poetry, and other forms.

*Revised Catalog Copy*

(146) Three credits. Prerequisite: ENGL 1010 or 1011 or 3800.

First course in creative expression. Covers two or more genres (fiction, poetry, creative nonfiction, and drama). Genres vary by section.

**III. The Curricula and Courses Committee recommends approval to ADD the following to General Education Content Area 2, Social Sciences**

A. URBN 1300 Exploring Your Community

**IV. The Curricula and Courses Committee recommends approval to ADD the following to General Education Content Area 4, Diversity and Multiculturalism**

A. URBN 1300 Exploring Your Community

Respectfully Submitted by the 10-11 Senate Curricula and Courses Committee.

Eric Schultz, Chair, Keith Barker, Norma Bouchard, Marianne Buck, Kathryn Cannon, Michael Darre, Andrew DePalma, Hedley Freake, Dean Hanink, Abigail Hastillo, Kathleen Labadorf, Susan Lyons, Joseph Madaus, Maria Ana O'Donoghue, Felicia Pratto, Annelie Skoog, Yoana Yakova

2-16-11

TO: Members of the University Senate

FROM: John C. Clausen

DATE: February 28, 2011

SUBJECT: NOTIFICATION TO AMEND THE BY-LAWS OF THE UNIVERSITY OF CONNECTICUT ARTICLE IX, THE UNIVERSITY SENATE

RECOMMENDATION:

That the University Senate approve to amend the By-Laws of the University of Connecticut Article IX, The University Senate.

BACKGROUND:

The University Senate is being asked to revise the language of Article IX for several reasons. First, to accommodate recent reorganizations in the University administration as reflected in the By-Law changes that the Board of Trustees approved in September 2008. Second, to define the role of the Senate's representatives to the committees of the Board of Trustees. Third, to bring some election procedures into alignment with current practice. Fourth, to modify the composition of the Committee of Three. Finally, to make provisions for student representation on the Senate Executive Committee during the summer months. The revisions were approved by the Senate Executive Committee at its February 18, 2011 meeting.

ARTICLE IX – THE UNIVERSITY SENATE

(New language underlined, old language with ~~line-out~~)

There shall be a University Senate that shall be a legislative body for the purpose of establishing minimum rules and general regulations pertaining to ~~all undergraduate schools and colleges and with policy insofar as it pertains in a general way to~~ the educational program and mission of the institution ~~and is that are~~ not reserved to the Board of Trustees, to the administration, to the Graduate Faculty Council, or to the several faculties. The University Senate shall be regularly consulted by the Administration on matters pertaining to the Senate's purview.

**A. Membership**

The University Senate shall consist of *ex officio* and elected members. The *ex officio* members shall be the President, the Provost, all Vice Presidents, all Vice Provosts, and the ~~Associate Vice President and~~

Chief Information Officer, ~~and the Associate Vice President for Human Resources and Payroll Services.~~ These *ex officio* members shall not vote.

The Senate shall contain ninety-one elected, voting members, as follows:

1. Three ~~administrative officers elected by and from a group composed of the~~ deans of the schools and colleges, which are Senate electoral constituencies (see Section B below). ~~Members of this group and the *ex officio* members listed above are not eligible to vote in or to be elected from any of the constituencies listed in Section B.2. or B.3. below.~~
2. Seventy-two members of the faculty elected according to one or the other of the two faculty electoral processes described in Section B.2. below.
3. Nine professional staff members elected by and from the constituencies described in Section B.3. below.
4. Five undergraduate students (see Section B.4 below).
5. Two graduate students (see Section B.5. below).

## **B. Elections**

The election of faculty and other staff members to the Senate shall normally be held between October and March and shall be conducted by secret ballot. A minimum of one week, excluding time when the University is in recess, shall be allowed between the distribution and collection of ballots for Senate elections. Those elected shall take office on July 1. All elections shall be in the charge of the Senate Executive Committee and the returns shall be certified by two inspectors of election selected by the Senate.

In any Senate election, persons eligible for election who feel unable to serve shall be given an opportunity to withdraw their names from the list of candidates for nomination. The names of those persons who have withdrawn, as well as the names of persons who are completing two consecutive terms, shall be indicated on the nominating ballot.

~~The ballot for the second vote (election ballot) in any Senate election must indicate the number of votes each nominee received. In addition, there must be listed the names of those persons who were not nominated, but who received at least 70% of the number of votes received by the nominee with the fewest votes. After the election, the number of votes received by those persons who were elected and the number of votes received by nominees who were not elected must be made public. After the election, the number of votes received by those persons who were elected and the number of votes received by nominees who were not elected must be kept on file in the Senate Office.~~

The Senate Executive Committee shall retain on file the number of votes cast for each candidate in each constituency for each annual class whose term has not expired, and shall designate the available candidate with the highest vote at the last previous election in the proper constituency as the alternate to replace any senator whose place will be vacant in any semester because of resignation, retirement, or

leave of absence from the University. Priority in case of tie votes shall be determined by lot. Such alternates shall be designated for up to one semester-year at a time and at the beginning of the semester unless the vacancy occurs later.

When it is known that there will be a vacancy throughout the last year or last two years of a three-year term in a constituency not otherwise scheduled to participate in a regular annual election, then that constituency will participate in order to elect a replacement to serve for the one- or two-year period remaining in the unexpired term.

The term of office of a senator shall begin on July 1 and shall extend for one year in the case of student members and for three years in the case of other elected members. Senators shall be eligible for re-election, except that a member who has completed two consecutive three-year terms shall be ineligible for re-election to serve during the year which immediately follows the period of consecutive service (which may have been extended by virtue of election to the Senate Executive Committee).

1. ~~For purposes of electing the three administrative officers, the electors described in Section A.1. above, shall determine the procedure that they will follow~~The Deans shall constitute a constituency from which they will elect one member each year for a three-year term.
2. Two electoral processes for faculty membership in the Senate shall be followed, (a) constituency and (b) at-large. Faculty members shall not be eligible to stand for election or to vote in the first regular election following their initial appointment to the faculty.

*a. Faculty constituency elections*

The voting members of the faculty (see Article X.A.) of each of the following units shall, for these purposes, be deemed an electoral constituency: College of Agriculture and Natural Resources, School of Business, Neag School of Education, School of Engineering, School of Fine Arts, School of Law, College of Liberal Arts and Sciences, School of Nursing, School of Pharmacy, School of Social Work, and the Avery Point, Hartford, Stamford, Torrington, and Waterbury Regional Campuses. A person who is a voting member of more than one faculty will belong to only one constituency, that of the faculty in which his or her principal appointment is held.

The number of senators to be elected from each constituency will be one for each thirty faculty members or major fraction thereof within that constituency, with the proviso that each school, college, or regional campus will have at least one senator. The faculty of a school, college, or regional campus that is thus allocated more than one senator will have the option of establishing nonoverlapping sub-constituencies. Senators chosen from a constituency will be elected by and from among the members of that constituency. The determination of the proper number of senators to be allocated to each constituency will be reviewed annually by the ~~Provost~~Senate. The annual schedule for electing members from each constituency shall be determined by the ~~Provost~~Senate in such a way as to provide for the optimum staggering of three-year terms within each constituency and for a reasonable degree of uniformity in the total number of members to be elected each year from all constituencies. To achieve these objectives, when a constituency becomes eligible to elect an additional senator, the initial term may be limited to one or two years

in order that succeeding three-year terms may begin in the most appropriate years.

*b. At-large elections*

The number of faculty elected at-large will be the number remaining after the number of senators to be elected from constituencies is subtracted from seventy-two. Senators chosen at-large will be elected by and from the faculty electoral constituencies.

No school/college shall have more than five faculty representatives elected at-large except the College of Liberal Arts and Sciences, which may have no more than fifteen.

3. The professional staff<sup>1</sup> members shall be elected according to procedures approved by the Provost and Executive Vice President for Academic Affairs from four constituencies as described below. Staff members are ineligible to stand for election or to vote in the first regular election following their initial appointment to the staff.
  - a. Division of Student Affairs ~~and Services~~ and Enrollment Planning ~~and~~, Management, ~~and Institutional Research~~ (excluding regional campuses), who shall elect two senators.
  - b. University libraries (excluding regional campuses), who shall elect one senator.
  - c. Regional campuses, who shall elect one senator.
  - d. All professional staff shall elect five at-large senators.
4. Undergraduate student members shall be ~~selected by procedures established~~ appointed by the President of the Undergraduate Student Government ~~with the approval of the Provost~~ according to procedures established by the Undergraduate Student Government.
5. Graduate student members shall be ~~selected by procedures established~~ appointed by the President of the Graduate Student Senate ~~with the approval of the Provost~~ according to procedures established by the Graduate Student Senate.

### C. Functions

~~The University Senate is a legislative body and concerns itself with minimum rules, general regulations, pertaining to all undergraduate schools and colleges and with policy insofar as it pertains in a general way to the educational program of the institution and is not reserved to the Board of Trustees, to the administration, or to the several faculties~~ The University Senate shall appoint ex-officio representatives to the Board of Trustees committees, with full participation in discussion but without vote. These representatives will have the same status at Board of Trustees meetings, with voice but without vote. When executive sessions are called only those persons whose presence is necessary to provide their opinion on the issue at hand will be invited into Executive Session.

The University Senate will make other appointments to University committees and boards as it deems appropriate.

#### **D. Officers**

The President of the University shall be Chair of the University Senate. If the President chooses not to preside, the presiding officer shall be the Provost. A moderator shall be elected from the membership for an annual term beginning in September. At a meeting called at the request of at least twenty-five percent of the members, the presiding officer shall be the Chair of the Senate Executive Committee.

A recording secretary of the Senate, elected by the Senate, is responsible for recording and distributing minutes of Senate meetings.

#### **E. Meetings**

Meetings of the University Senate shall be held regularly at times to be fixed by ~~the President on the advice of~~ the Senate. The dates and times of meetings shall be published at the start of the academic year.

Special meetings of the University Senate may be called by the President or by the Secretary at the request of at least twenty-five percent of the members. Such request, with signatures, shall be presented in writing to the Secretary. The call for a special meeting shall be issued at least a week in advance of the meeting and shall state the purpose of the meeting.

On the request of any member of the Senate, if supported by four colleagues, a record vote shall be taken. These record votes shall be made a part of the minutes.

#### **F. Minutes and Reports**

Minutes of the meetings of the University Senate shall be posted on the University Senate website and sent to the University Archives. The University Archives shall be the official place for filing minutes of the University Senate.

#### **G. Committees**

##### 1. The Senate Executive Committee

The Senate Executive Committee (SEC) shall consist of eight faculty members, one professional staff member, and one undergraduate and one graduate student members. The faculty and professional staff members shall be elected by the Senate from among the elected members of the Senate who are not primarily administrators. Department heads and directors are not regarded as primarily administrators. The undergraduate and graduate ~~student~~ members shall be elected from among and by all student members of the Senate. The Undergraduate Student Government and Graduate Student Senate Presidents will serve as the interim student representatives to the Senate Executive Committee during the summer months until the permanent members are elected.

Elections shall follow the annual election of such members and shall normally take place in April. For faculty and professional staff members, a term of service on the Executive Committee shall begin on July 1 and shall be for three years. The term of membership in the Senate of a faculty or professional staff representative elected to the Executive Committee shall be

automatically extended, if necessary, to be coterminal. For the student member, the term of service shall be one year, renewable to a maximum of three consecutive years. After the annual election, the Senate shall elect one of the nine faculty and professional staff members to serve as Chair of the SEC for a one-year term, which may be renewed. A vacancy on the SEC shall be filled by election for the duration of the vacancy.

No school/college shall have more than one faculty representative elected in any class, except the College of Liberal Arts and Sciences, which may have as many as two representatives in any class. The College of Liberal Arts and Sciences may have no more than a total of four members on the SEC at any time and no other school/college may have more than two members at any time. No faculty or professional staff senator shall be eligible for immediate re-election to the SEC. The SEC is responsible for organizing and coordinating the business of the Senate and of Senate committees. To this end, it shall maintain a clerical staff and an office. It shall distribute an agenda for each Senate meeting to the faculty and professional staff at least five days before the meeting. (Items of an extraordinary nature may be considered at a Senate meeting which have not been included in the agenda for that meeting.) It shall receive the reports of Senate committees before they are forwarded to the Senate. It also shall be available to be consulted as the voice of the Senate, especially in reference to resolutions of the Senate, which are designed to be transmitted ultimately to the Board of Trustees. SEC members shall also constitute the faculty membership of the Trustee-Administration-Faculty-Student Committee (see Section VIII.C.).

## 2. Committee of Three

The Committee of Three, which functions in faculty dismissal and grievance procedures, is to be constituted as follows: Each ~~springfall~~, after the Senate elections for ~~the faculty~~ Faculty Review Board ~~is~~are completed, the SEC Nominating Committee shall submit to the Senate for the election of one person to the Committee of Three for a three-year term by written ballot, a slate of at least three faculty members who are tenured, full professors and who do not hold administrative office. The slate of nominees must not represent the same department as any member whose term continues into the following year. Members of the Faculty Review Board shall not be eligible for nomination. ~~will distribute to Senate members a first ballot with the names of newly elected faculty members (excluding those who have the administrative titles of department head or higher). A second ballot with the names of the two Senators receiving the highest number of votes will then be distributed to the members of the Senate. The Senator receiving a majority of the votes cast will be a member of the Committee of Three until the end of his/her term.~~

When~~ever~~ a vacancy occurs in the membership of the Committee of Three, the Senate shall elect in the same manner from the faculty group in which the vacancy exists, except if the vacancy is for less than one year, then it shall be filled by the available candidate with the highest vote in the last previous election in the appropriate class and constituency.

~~In an emergency, the SEC may authorize the remaining members of the Committee of Three to select a substitute for a member of the Committee of Three to serve while such member is absent from the campus.~~

### 3. Standing/Special Committees of the Senate

The Senate may appoint and define the duties of standing or special committees. The Provost shall be or assign a delegate to be an ~~be~~-*ex officio* ~~a~~-member of all standing committees.

Each standing committee shall keep accurate records of its proceedings and shall provide these to the SEC. Reports shall be presented to the University Senate as often as the amount and nature of business warrants, and at least annually.

Special committees shall be considered as discharged, without formal vote, when their final reports have been received by the Senate.

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<sup>1</sup> For University Senate constituency purposes, professional staff shall be defined as:

I. Full-time (nine month or more) management exempt employees not included in the faculty or administrative constituencies.

II. Full-time (nine month or more, non-student) professional staff represented by the professional employees collective bargaining unit and not included in the faculty constituency.

III. Full-time (nine month or more, non-student) professional staff represented by the faculty collective bargaining unit but not included in the faculty constituency.