

5-26-2003

## Acting Chair for the Undergraduate Committee

Phyllis Dallas  
*Georgia Southern University*

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*Approved by the Senate: 6/25/2003*

*Not Approved by the Senate:*

*Approved by the President:*

*Not Approved by the President:*

# Acting Chair for the Undergraduate Committee

Submitted by: Phyllis Dallas

5/26/2003

## **Motion:**

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The Undergraduate Committee proposes that the Chair of the Undergraduate Committee be empowered to appoint an Acting Chair to conduct a meeting of the Committee in the event that the Chair cannot be present because of a scheduling conflict.

## **Rationale:**

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Because the annual calendar of meetings for the Undergraduate Committee is set before the Chair is elected, there can be scheduling conflicts for the Chair. By appointing an Acting Chair from among the members of the Committee rather than requesting a Senate alternate come to that meeting, the Chair will ensure that the Committee's business will proceed smoothly and efficiently.

## **SEC Response:**

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The SEC felt this was within the purview of the committee's chair

## **Senate Response:**

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Minutes: 6/25/2003: Phyllis Dallas's Motion to Address Appointing Alternates to the Undergraduate Committee

David Allen (CLASS) Chair, SEC: Along with these he noted that Phyllis Dallas's query re: appointing an acting chair for Undergraduate Committee meetings was discussed by the SEC, who felt this was within the purview of the committee's chair. He also noted

that, pursuant to the SEC's discussions with the chairs of all committees – discussions which covered such items as membership rotation, continuity of operations, institutional memory, delegating responsibility widely, and leadership --each committee is directed to prepare a printed orientation packet for incoming members and to hold an individual committee orientation.

Dallas (CLASS) moved that a pool of Senate alternates be created for the Undergraduate Committee because, given the critical time factor for their work, they need to assure a quorum be present for each meeting.  
Seconded.

Stone (COST) noted the same issue had arisen re: the Graduate Committee when scheduling conflicts did not allow him to attend and represent his college. He noted the SEC had dismissed his motion.

Cyr (CLASS) remembered that the value of a last minute stand-in's knowledge of business before the committee had been the deciding factor then; the critical issue of quorum had been overlooked until now, at least by Cyr.

Flynn noted that not only absent senators, but absent elected faculty members was a factor to be considered. He offered an amendment to the motion to create an alternate pool that covered both groups.

The amendment was seconded and approved.