

3-12-2006

Timely Notification of Items that will appear on the Agenda

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Recommended Citation

Krug, Clara, "Timely Notification of Items that will appear on the Agenda" (2006). *Faculty Senate Index*. 242.
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Approved by the Senate: 1st reading

Not Approved by the Senate:

Approved by the President:

Not Approved by the President:

Timely Notification of Items that will appear on the Agenda

Submitted by Clara Krug

3/12/2006

Motion:

That Faculty Senators receive in writing any item intended for notification, discussion, or action at least 48 work hours in advance of the Senate meeting at which said item will appear on the agenda and that senators receive copies of any documents related to said agenda item at least 48 work hours in advance of that Senate meeting. For purposes of this motion, we shall define the work week as 8:00 a.m. on Monday until 5:00 p.m. on Friday when classes are in session.

Rationale:

Senators representing all academic units need ample time to study items and related documents in advance of the meeting.

Senate Response:

1st reading: Motion: Timely Provision of Agenda Materials, Clara Krug (CLASS): Does everyone have a copy of the motion at the meeting, or should I read it again? It is brief, and, I hope, succinct. The motion: That Faculty Senators receive in writing any item intended for notification, discussion, or action at least 48 work hours in advance of the

Senate meeting at which said item will appear on the agenda and that senators receive copies of any documents related to said agenda item at least 48 work hours in advance of that Senate meeting. For purposes of this motion, we shall define the work week as 8:00 a.m. on Monday until 5:00 p.m. on Friday when classes are in session. The motion was seconded.

Richard Flynn (CLASS): I think this is a good idea, but I believe that it requires a Bylaws revision, which would involve putting it on the agenda in advance and would need a two-thirds vote of the Senate. There are, for instance, already requirements for when the Librarian's Report and the minutes appear a certain number of working days before the Senate meeting, so, though I believe this motion is laudable, I think it does require a Bylaws revision.

Bob Cook (CIT) Senate Parliamentarian: That would require normally two readings.

Clara Krug (CLASS): So this would be the first reading?

Bob Cook (CIT), Senate Parliamentarian: Yes, and it is also important that it not cover new business.

Clara Krug (CLASS): Right. Bob Cook (CIT), Senate Parliamentarian: We would not want to require that everything be prepared in advance.

Clara Krug (CLASS): If this is considered the first reading, then the next Senate meeting could be the second reading, and at that time we could vote on it, and it would require a two-thirds majority. Am I understanding that?

Bob Cook (CIT), Senate Parliamentarian: Right Clara Krug (CLASS): Do my colleagues in the Senate think that this is something that is potentially helpful to us? I have heard from Richard. Pat Walker (CLASS): I would find it very helpful.

Candy Schille (CLASS): I understand the principle behind this, and that makes very good sense to me. I guess that I am sort of with our Parliamentarian here in not wanting to put anything in writing. I remember discussion that we had at the last Senate meeting, where something was kind of dropped on us, and I cannot exactly remember right now what that issue was. I do not want us to put anything in writing that will hamper free discussion that can be used by people to prevent or delay information given to us in a timely fashion. The discussion I am remembering was that we thought it should not have been an information item; it should have been something the Senate would vote on or at least have some input into. So I am not sure that that your motion as

written is addressing my concerns as I understand them, but I am not going to vote against you.

Clara Krug (CLASS): So new business might be something that would be deleted if I were to present this again? Okay. Thank you for that suggestion. I am taking notes.

Richard Flynn (CLASS): I would like to say that a timely publication of the agenda and all attachments would be of benefit to us, and since there are requirements for the other documents that we need to look at before coming to the meeting that they be published in a certain timeframe then I would welcome a change in the Bylaws that allowed us to see the agenda within 48 hours of the meeting. That makes sense to me.

Clara Krug (CLASS): Again, when we were on the quarter system the Faculty Senate did have something set. I do not know if it was in the Bylaws, but it was followed. That was a period of time when we had classes five days a week so everybody pretty much was on campus or looking at his/her computer for items for the agenda on a 24-hour basis, and the guideline then was 24 hours in advance you needed to have whatever was going to be posted for the Senate meeting available for people either by hard copy or by computer, so I am just sort of following up on this, which sort of dropped by the wayside in the conversion to the semester system.

Pat Humphrey (COST) Senate Moderator: Taking this as the first reading of a Bylaws change, I would ask all in favor please say aye. The motion passed the first reading.

Clara Krug (CLASS): Thank you.

Pat Humphrey (COST) Senate Moderator: Okay. So Clara will be bringing that back next time.

Bob Cook (CIT), Senate Parliamentarian: And, Clara, it should be a modification of the appropriate section of the Bylaws, whereas now you have it stand alone.

Clara Krug (CLASS): So I will check with you if that is okay, Bob? And, Candy, too. Thank you very much. I appreciate that.