FACULTY SENATE REFERRAL PROCESS

Bruce Grube
Georgia Southern University

Follow this and additional works at: https://digitalcommons.georgiasouthern.edu/faculty-senate-index

Part of the Higher Education Administration Commons

Recommended Citation
Grube, Bruce, "FACULTY SENATE REFERRAL PROCESS" (2001). Faculty Senate Index. 522.
https://digitalcommons.georgiasouthern.edu/faculty-senate-index/522

This other is brought to you for free and open access by the Faculty Senate Documents at Digital Commons@Georgia Southern. It has been accepted for inclusion in Faculty Senate Index by an authorized administrator of Digital Commons@Georgia Southern. For more information, please contact digitalcommons@georgiasouthern.edu.
FACULTY SENATE REFERRAL PROCESS

Issue Referred to SEC Using Appropriate Faculty Senate Form

SEC determines if the issue is a matter which falls within the jurisdiction of the Faculty Senate or if the issue is really a personal matter, rather an issue which affects substantive faculty interests, or if there has been an attempt to resolve the matter before referring the issue to the Senate.

(within Senate’s jurisdiction, not a personal matter, an attempt to resolve the matter or find the information has been made)

YES

is the nature of the issue such that it might be expeditiously handled by an administrative action?

NO

YES

SEC refers the issue to the appropriate Faculty Senate committee for consideration.

The SEC will set a deadline for the committee to issue its report to the SEC and will provide a list of suggested resource persons to be contacted.

The committee will clearly define the issue, will interview resource persons, will collect other information and data, will analyze and evaluate, and will format recommendations as supported by the analysis and evaluation of the data and information collected. If the recommendation(s) contain budgetary implications, these must be clearly defined. Committee returns report to SEC by deadline.

SEC discusses matter with the Provost. If the discussion determines that the issue can, and will, be resolved by administrative action, then no further action is necessary. The person making the referral is notified by the SEC of the outcome.

SEC receives report from the committee and evaluates the report. Is the report suitable for presentation to the Faculty Senate?

YES

Committee Report is placed on the agenda of the Faculty Senate. Report is provided to Senators in advance of the meeting.

Faculty Senate meeting: Committee chair will introduce the report and move its adoption by the Faculty Senate.

If the motion receives a second, then discussion will proceed per the rules of order governing the meeting.

If the report is approved, then it is recommended to the President of the University who shall receive the full Report as passed by the Faculty Senate.

NO

Report is returned to the committee for further consideration. The SEC will provide direction to committee to guide its work and will provide a deadline for sending a revised report back to the SEC.

The recommendation(s) are considered by the President.

The President will inform the Faculty Senate of the President’s decision. The President will take action as necessary and appropriate if all or any of the recommendations are approved.