

February 9, 2016

Motion: Amend the Faculty Senate Rules to create the office of Immediate Past President.

The ability of Faculty Senate to set long-term agendas and provide continuity for its initiatives is hampered in part by having a one-year term for the office of Faculty Senate President. This memo proposes creating the position of Immediate Past President of Faculty Senate. The major duty of this position is to provide context in deliberations and continuity for senate initiatives. This position would serve as an ex officio, non-voting Senator attending all Faculty Senate, Senate Executive Committee, and Board of Trustees meetings. In addition to providing for continuity of work of the previous Senate, the immediate past president would enhance faculty relationship building with members of the Board of Trustees and President's council, and allow mentoring of the president-elect from more two perspectives.

Below is an excerpt from the Faculty Senate Rules outlining the duties of Senate Officers. The underlined items (A.; C. 5.; C. 6 third bullet; D. 1. 2. 3. 4.) are changes or additions to the current rules.

DRAKE UNIVERSITY
Faculty Senate Rules

I. Senate Officers.

A. Designated Officers. The designated officers of the Faculty Senate are the President, the President-Elect, Immediate Past President, and the Secretary.

B. Senate President.

1. Term. After serving a one-year term as President- Elect, the President-Elect shall serve a one-year term as President. The term will begin on the day following spring commencement and end one year later.

2. Ex Officio Senator. The President shall serve as an ex officio Senator. If the President's term as Senator has expired in the year in which he or she begins the Presidency, the President shall serve as an ex officio Senator. If the Senator who serves as President has not completed his or her term as Senator, the President shall withdraw as an active Senator and serve as an ex officio Senator. The President's position as Senator shall be filled under the provisions of (II)(E).

3. Entitlement to Vote. The President shall not vote in Senate matters except where there is a tie of the Senate and the President's vote will break the tie vote.

4. Course Release. The acting President will be entitled to course reassignment or its equivalent each semester during the year in which he or she serves as President.

5. Duties.

- The Senate President shall preside at meetings of the Senate and as chair of Senate's Executive Committee.
- The Senate President represents the Senate to the President of the University, the Board of Trustees, and the entire University community.
- The Senate President shall appoint a Secretary as noted in subsection (D) below.
- The Senate President shall serve on other Senate committees as designated by the Senate.
- The President of the Senate may appoint a parliamentarian for assistance. The parliamentarian need not be a member of this Senate.

C. President-Elect.

1. Term. The President-Elect shall serve a one-year term. The election will take place at the first organization meeting of the Faculty Senate (see (II)(D)(2)). The term will begin on the day following spring commencement and end one year later.

2. Eligibility. All Senators are eligible to be elected as President-Elect.

3. Majority Vote. To be elected, a candidate for President-Elect must receive a majority vote of those Senators and Senators-Elect present at the organizational meeting.

4. Succession to Presidency. Following the one-year term as President-Elect, the President-Elect shall serve a one-year term as President as indicated under (I)(B)(1).

5. Succession to Presidency in Special Circumstances. If the Senate President resigns or is unable to complete his or her term, the President-Elect will complete the unexpired term and a new President-Elect will be elected and will complete the unexpired term of the President-Elect.

6. Duties.

- When the Senate President is unable to preside at Faculty Senate meetings or meetings of the Executive Committee, the President-Elect shall preside.
- The President-Elect shall perform other duties as assigned by the President of the Senate.
- The President-elect should attend all ~~the January~~ Board of Trustees meetings.

D. Immediate Past President

1. Term. After serving a one-year term as President, the President shall serve a one-year term as Immediate Past President. The term will begin on the day following spring commencement and end one year later.

2. Ex Officio, Non-voting Senator. The Immediate Past President shall serve as an ex officio, non-voting Senator.

3. Succession. If the Immediate Past President resigns or is unable to complete his or her term, the Senate Executive Committee may appoint an Immediate Past President from those individuals who have served as president in previous years.

4. Duties.

The Immediate Past President shall attend Faculty Senate and Senate Executive Committee meetings to provide context in deliberations and continuity of senate initiatives.

The Immediate Past President should attend all Board of Trustees meetings.

D E. Secretary.

1. Designation. The Provost and the Executive Committee shall designate a Secretary of the Senate (the Secretary) for a five-year term with potential for re-appointment. The Secretary shall be a University Employee who holds an exempt position.

2. Duties. The Secretary shall:

- attend Faculty Senate meetings and write and disseminate the minutes of the Faculty Senate meetings;
- maintain a list of Standing Committees;
- administer Academic Calendar Guidelines;
- establish and maintain appropriate Faculty Senate information on the Drake website through appropriate channels;
- distribute an updated copy of the Senate Rules and Regulations, as well as other documents deemed appropriate by the Senate Executive Committee, to all members of the Senate prior to the September meeting;
- serve as an ex officio nonvoting member on Senate Executive Committee; and
- perform other duties as described throughout these rules.