

22 April 2014

MEMORANDUM

TO: University Senate Executive Committee

FROM: Christopher Anderson, Chair, Organization & Administration (O&A) Committee

RE: End-of-year O&A Committee report



The Organization and Administration (O&A) Committee was charged with the following at the start of the academic year: “/r/evuew the composition and leadership of the University Senate standing committees and recommend any needed changes . . .”

An email survey of all committee members was conducted in late fall 2013. The survey questions were as follows:

1. Is the name and description of your committee concurrent with its responsibilities?
2. Is the size and composition of your committee appropriate?
3. Are there adjustments that should be made to the committee responsibilities?
4. Are there overlaps or gaps between your committee’s responsibilities and those of other committees?
5. Is there a need to combine your committee with another, or should subcommittees be added?

The anonymized tabulated results of those surveys – by committee – are provided as attachments to the email message by which I am sending this report.

O&A Committee members were invited to examine the survey responses to identify circumstances that merited further investigation. One O&A Committee member identified the ACEC Committee and Athletic Committee as potentially requiring follow up, but other O&A Committee members recommended merely forwarding the survey responses without any conclusions as to further action.

As chair of the O&A Committee I am following the latter course. I invite the members of the Senate Executive Committee to examine the survey responses and form their own conclusions.

Appendix: Summary of investigative findings regarding roles of past presidents.

1. O&A Committee members Peggy Palmer and Brian McDow confirmed that the Unclassified Senate has specifies a role for the immediate past president. That body's rules and regulations (see <http://policy.ku.edu/unclassified-senate/rules-regulations>) specify the following in Article VIII section 5:

The Immediate Past President, in order to establish continuity in the office of president, shall provide advice as needed at Senate and Executive Council meetings. The Immediate Past President shall hold voting seats in the University Senate and the University Senate Executive Committee. The Past-President will serve as the Senate's voting representative to the Kansas Board of Regents (KBOR) Unclassified Staff Council; the President-Elect will serve as the representative to KBOR if the Immediate Past President is not available.

In the event that there is a vacancy within the Past President position, the full Senate will vote for a representative among the pool of available Past Presidents who volunteer to be considered for the Past President role. If the Past President confirmed into the vacant Past Presidency position is a current Senator and continues to serve as a Senator, that person shall be recused of voting on matters that concern the Past Presidency position. If no candidates from the pool of Past Presidents are available to serve as a Past President, the full Senate will elect one of the four University Senate Voting Representatives to serve as Past President, and the voting representative vacancy will be replaced as outlined in Article VII Section 5. The Executive Council will elect a representative to fill the Past Presidential role of an interim basis if Past President responsibilities need to be filled before a replacement candidate is selected, and this vote shall be confirmed by the majority of the full Senate.

2. O&A Committee member Kevin Lee reports: "From what I could find only Indiana, Florida, and Virginia have Past President or Past Chair positions among our peer institutions (Michigan State, Buffalo, CU Boulder, Iowa, Missouri-Columbia, UNC, and Oregon)." Kevin provided the following additional information on Indiana, Florida, and Virginia:

Indiana University

Article III: Officers

Section 3.1: Officers

- 1. The Bloomington Provost shall routinely preside at meetings of the Bloomington Faculty Council. It is recommended that the University President preside for at least one meeting each semester.*
- 2. The faculty shall elect a Bloomington Faculty President, who shall serve as chief officer of the Council. Newly elected Presidents shall serve as President-Elect during the academic year subsequent to their election, President during their second year after their election, and Past-President during the third year after their election. President-Elect, President, and Past-President shall all be officers of the Council and serve as members of the Executive Committee.*
- 3. The Council shall elect from among its elected faculty members a Secretary, a Parliamentarian, and an Executive Committee. The Secretary and the Parliamentarian also shall serve as members of the Executive Committee.*

4. *The Faculty President shall preside at meetings of the Faculty Council in the absence of the Bloomington Provost or University President and shall be the presiding officer of the Executive Committee.*

Florida

Past Chair. The duties and functions of the Past Chair are:

- a. *to act as Chair in the event both the Chair and Chair Elect are absent or otherwise unable to act;*
- b. *to serve on the Senate Steering Committee; and 13 of 26 Amendments adopted by the Faculty Senate through January 27, 2011*
- c. *to perform such other duties as may be directed by the Senate.*

Virginia

Past Chair of the Faculty Senate

- a. *The immediate Past Chair of the Faculty Senate shall serve as a consultative officer of the Faculty Senate and of the Executive Council.*
- b. *The immediate Past Chair of the Faculty Senate shall serve as a consultative member of select committees of the Board of Visitors*