

# **Amendment 1 Changes to Article II: University Support**

## **Current Text**

Commonwealth University will provide a Clerical Assistant with adequate partial assignment to the Senate and the Local Assemblies. Duties will include maintaining an accurate archival record of the membership and terms of service for all committees and subcommittees of the Senate, circulating notices of meetings, taking roll at meetings, taking minutes at meetings, and posting minutes and other information on the Senate page on the Commonwealth University website.

The Clerical Assistant will communicate with and assist the Local Assembly Secretaries as described in Article III.

## **Proposed Text**

Commonwealth University will provide a Clerical Assistant with adequate partial assignment to the Senate and the Local Assemblies. Duties will include maintaining an accurate archival record of the membership and terms of service for all committees and subcommittees of the Senate, circulating notices of meetings, taking roll at meetings, taking minutes at meetings, and posting minutes and other information on the Senate page on the Commonwealth University website.

The Clerical Assistant will also maintain an archive of the different iterations of the Senate Constitution. Changes to the published version of the Senate Constitution beyond factual and editorial corrections (such as an amendment) require the previous version to be archived.

### **Factual and Editorial Corrections**

1. The Senate President may direct the Senate Clerical Assistant to make factual corrections – e.g., if the name of an academic department changes – to the Senate Constitution or to Senate Policies and Procedures at any time.
2. The Senate President may direct the Senate Clerical Assistant to make simple editorial corrections to the Senate Constitution or to Senate Policies and Procedures at any time. Such corrections could be, but are not limited to, fixing spelling or grammatical errors or non-substantive revisions for clarity.
3. Factual and Editorial Corrections must be announced at the next regular Senate meeting. Documents that have been so corrected must be posted to the Senate Website within five (5) business days of the correction.

The Clerical Assistant will communicate with and assist the Local Assembly Secretaries as described in Article II

# **Amendment 2 Changes to Article 3: Key Governing Bodies; A. University Senate**

## **Current Text**

### A. University Senate

#### 1. Membership of the Senate

- a. Three senators elected at-large by and from the faculty, one from Bloomsburg, Lock Haven, and Mansfield.
- b. Three senators elected at-large by and from the staff, one from Bloomsburg, Lock Haven, and Mansfield.
- c. Two senators who are staff or management elected by each nonacademic division, with the second senator being from a different University location than the first senator.

Advancement

Enrollment Management

Fiscal Affairs

Student Success & Campus Life

University Affairs

- d. One senator elected by and from the faculty members of each of the following academic departments and units. Departments with more than 15 faculty may elect a second senator, but the second senator must be from a different University location than the first senator.

Accounting and Business Law

Anthropology, Criminal Justice, and Sociology

Athletics

Biology Biochemistry, Chemistry, and Physics

Communication Sciences and Disorders

Communication Studies

Counseling and Educational Leadership

Department of Exceptionality Programs

Early Childhood Education

Environmental, Geographical, and Geologic Science

English  
Finance, Insurance, Risk Management, and Economics  
Health and Exercise Sciences  
History, Political Science, and Philosophy  
Instructional Technology, Technical Leadership, and Info and Tech Management  
Languages and Cultures  
Library  
Management  
Marketing and Sales  
Mathematics, Computer Science, and Digital Forensics  
Media and Journalism  
Middle Level, Secondary, and K-12 Education  
Music, Theatre, and Dance  
Non-aligned Faculty  
Nursing - Graduate  
Nursing - Undergraduate  
Physician Assistant Psychology  
Social Work  
Student Success  
Visual Arts

- e. A member of the Clearfield Campus faculty or staff elected by and from the members of the Clearfield Campus faculty and staff.
- f. All members of the Executive Committee.
- g. Three members, each elected by and from the coaches at Bloomsburg, Lock Haven, and Mansfield. Each elected coach shall serve a term of one year.
- h. Two at-large graduate students selected by the Graduate Council. One student should be from a clinical discipline and one from a traditional one.

## 2. Representation and Eligibility of Senators

- a. No senator may simultaneously represent more than one constituency in the Senate.
- b. If a represented entity becomes ineligible for representation in the Senate, any necessary changes in representation shall be made at the beginning or end of an academic term or year, as applicable.
- c. The Senate may grant a previously unrepresented entity (e.g., a new unit or department) the right to elect or appoint a senator.

## 3. Purpose and Functions of the Senate

- a. The purpose of the Senate shall be to deliberate, advise, and communicate concerns on matters related to the policies, functions, administration, and sustainability of the University.
- b. The functions and responsibilities of the Senate shall be executed within the framework of existing laws and regulation which set forth the rules and policies for the PASSHE Board of Governors, the Council of Trustees, the President of the University, as well as all collective bargaining agreements.
- c. No new policy shall go into effect without an opportunity for review and comment by the Senate, except for Interim Policies.
- d. The Senate may propose and discuss amendments to this Constitution.

#### 4. Meetings of the Senate

- a. All regularly scheduled meetings of the Senate and its standing committees are open to the University community.
- b. The Senate will meet the second Thursday of September, November, February, and April at 4 pm. The Senate may make exceptions to this schedule by a simple majority vote of the members present, provided there is a quorum in attendance.
- c. A quorum is 30% of the voting members.
- d. For a motion to be acted upon, it must receive a simple majority of votes of the members present, provided there is a quorum in attendance.
- e. A Senate member who will be absent may be represented by an appropriate alternate. An appropriate alternate is someone from the same department or unit represented by the absent member. The alternate has the same voting rights as the regular member.

#### 5. Duties of a Senator

- a. Attend meetings of the Senate.
- b. Review materials and vote on policies, reports, and proposals as presented by Senate committees as a constituency representative.
- c. Bring items of importance to the attention of the Senate.
- d. Report on actions taken and announcements made at Senate.

#### 6. Terms of Office of Senators

- a. At-large, divisional, department, and the Clearfield senator shall be elected for a term of two years.
- b. Student members shall serve a one-year term.
- c. All others shall hold office for the terms as specified elsewhere in this Constitution.
- d. All terms of office shall begin on April 15.

## 7. Senate Officers

- a. The officers of the Senate are the Presidents of the Local Assemblies, each of whom receive a 25% release time each semester, in accordance with the applicable collective bargaining agreement. The Presidents of Local Assemblies will serve in the roles below in an annual alternating capacity (see Article III.B.6.d). Officers are non-voting members of Senate.
- b. The Senate President shall be the presiding officer of the Senate. This officer shall orient new administrators on the Senate's governance structure and procedures. At the end of this term as Senate President, this individual rotates off the Executive committee and is no longer the President of their respective Local Assembly.
- c. The Senate Vice President shall assume the duties of the Senate President when the latter is absent and shall be the Senate President in the term following the term as Senate Vice President.
- d. The Senate Associate Vice President serves in an advisory role. This officer may preside in the Senate if the Senate Vice President and Senate President are both unavailable. At the end of this term as Senate Associate Vice President, this individual becomes the Senate Vice President.

## Proposed Text

### A. University Senate

#### 1. Membership of the Senate

- a. Three senators elected at-large by and from the faculty, one from Bloomsburg, Lock Haven, and Mansfield.
- b. Three senators elected at-large by and from the staff, one from Bloomsburg, Lock Haven, and Mansfield.
- c. Two senators who are staff or management elected by the nonacademic

divisions listed in the Appendix, with the second senator being from a different University location than the first senator. :

- d. Two senators elected by and from the faculty members of each academic department and non-aligned faculty group listed in the Appendix. Senators must represent different campuses or different academic disciplines within an academic department.
- e. If a department or non-aligned faculty group exists on one campus and has only one academic discipline, it can only have one Senator.
- f. Departments and non-aligned faculty groups with fewer than 15 faculty may elect only one senator..
- g. A member of the Clearfield Campus faculty or staff elected by and from the members of the Clearfield Campus faculty and staff.
- h. All members of the Executive Committee.
- i. Three members, each elected by and from the coaches at Bloomsburg, Lock Haven, and Mansfield. Each elected coach shall serve a term of one year.
- j. Two at-large graduate students selected by the Graduate Council. One student should be from a clinical discipline and one from a traditional one.

#### 8. Representation and Eligibility of Senators

- a. No senator may simultaneously represent more than one constituency, meaning no one may hold more than one voting seat in Senate .
- b. If a represented entity becomes ineligible for representation in the Senate, any necessary changes in representation shall be made at the beginning or end of an academic term or year, as applicable.
- c. The Senate may grant a previously unrepresented entity (e.g., a new unit or department) the right to elect or appoint a senator.

#### 9. Purpose and Functions of the Senate

- a. The purpose of the Senate shall be to deliberate, advise, and communicate concerns on matters related to the policies, functions, administration, and sustainability of the University.
- b. The functions and responsibilities of the Senate shall be executed within the framework of existing laws and regulation which set forth the rules and policies for the PASSHE Board of Governors, the Council of Trustees, the President of the University, as well as all collective bargaining agreements.

- c. No new policy shall go into effect without an opportunity for review and comment by the Senate, except for Interim Policies.
- d. The Senate may propose and discuss amendments to this Constitution.

#### 10. Meetings of the Senate

- a. All regularly scheduled meetings of the Senate and its standing committees are open to the University community.
- b. The Senate will meet the second Thursday of September, November, February, and April at 4 pm. The Senate may make exceptions to this schedule by a simple majority vote of the members present, provided there is a quorum in attendance.
- c. A quorum is 30% of the voting members.
- d. For a motion to be acted upon, it must receive a simple majority of votes of the members present, provided there is a quorum in attendance.
- e. A Senate member who will be absent may be represented by an appropriate alternate. An appropriate alternate is someone from the same department or unit represented by the absent member. The alternate has the same voting rights as the regular member.

#### 11. Duties of a Senator

- a. Attend meetings of the Senate.
- b. Review materials and vote on policies, reports, and proposals as presented by Senate committees as a constituency representative.
- c. Bring items of importance to the attention of the Senate.
- d. Report on actions taken and announcements made at Senate.

#### 12. Terms of Office of Senators

- a. At-large, divisional, department, and the Clearfield senator shall be elected for a term of two years.
- b. Student members shall serve a one-year term.
- c. All others shall hold office for the terms as specified elsewhere in this

Constitution.

- d. All terms of office shall begin on April 15.

### 13. Senate Officers

- a. Local Assembly Presidents serve as the officers of the Senate, each of whom receive a 25% release time each semester, in accordance with the applicable collective bargaining agreement. The Presidents of Local Assemblies will serve in the roles below in an annual alternating capacity (see Article III.B.6.d). Officers are non-voting members of Senate.
- b. The Senate President shall be the presiding officer of the Senate. This officer shall orient new administrators on the Senate's governance structure and procedures. At the end of this term as Senate President, this individual rotates off the Executive committee and is no longer the President of their respective Local Assembly.
- c. The Senate Vice President shall assume the duties of the Senate President when the latter is absent and shall be the Senate President in the term following the term as Senate Vice President.
- d. The Senate Associate Vice President serves in an advisory role. This officer may preside in the Senate if the Senate Vice President and Senate President are both unavailable. At the end of this term as Senate Associate Vice President, this individual becomes the Senate Vice President.
- e. The Senate Vice President and Senate Associate Vice President will serve as Liaison to Senate standing committees and subcommittees.
  - i. Liaisons communicate regularly with committee and subcommittee chairpersons, receive committee and subcommittee minutes, and may attend committee or subcommittee meetings at the request of the committee or subcommittee chair.
  - ii. The Senate Clerical assistant will assign Liaisons no later than April 20<sup>th</sup> of each year using an alphabetical list of all committees and subcommittees.
  - iii. The Senate Vice President will be assigned the first half of the committees and subcommittees. The Senate Associate Vice President will be assigned the remaining committees and subcommittees. If there is an uneven number of committees and



subcommittees, the Vice President will be assigned one more committee or subcommittee than the Associate Vice President.

## **Amendment 3 Changes to Article IV: Senate Committees; B. Standing Subcommittees**

### **Current Text**

#### **B. Standing Senate Subcommittees**

1. There shall be a standing Elections Subcommittee which reports to the Executive Committee.
2. There shall be a standing Enrollment Management Subcommittee and an Information Technology Subcommittee which reports to the Academic Policy Committee.
3. There shall be a standing First Year Experience Subcommittee which reports to the Student Success and Campus Life Committee.

### **Proposed Text**

#### **B. Standing Senate Subcommittees**

1. There shall be a standing Elections Subcommittee which reports to the Executive Committee.
2. There shall be a Space and Facilities Subcommittee which reports to the Executive committee.
3. There shall be a standing Enrollment Management Subcommittee and an Information Technology Subcommittee which reports to the Academic Policy Committee.
4. There shall be a standing First Year Experience Subcommittee which reports to the Student Affairs Committee.

# **Amendment 4 Changes to Article IV: Senate Committees; C. Executive Committee**

## **Current Text**

### **1. Membership**

- a. The President, Vice President, and Associate Vice President of the Senate.
- i. The Senate President is the Chair of the Executive Committee.
- ii. The Senate Vice President conducts Executive Committee meetings in the President's absence.
- iii. The Senate Associate Vice President serves as an advisor to the Senate President and Vice President but can conduct Executive Committee business if the Senate President and Senate Vice President are absent.
- b. The chairpersons of the Academic Policy Committee; the Advancement Committee; the Diversity, Equity, and Inclusion Committee; the Finance Committee; and the Student Success and Campus Life Committee.
- c. Student government presidents at Bloomsburg, Lock Haven, and Mansfield (or designees).
- d. The president (or designee) of each CBA unit.
- e. The University President (or designee), as ex-officio, non-voting member.
- f. University Vice Presidents (or designees), as ex officio, non-voting members.
- g. Local Assembly Vice Presidents may attend as ex officio, non-voting members.

### **2. Duties**

- a. Discuss and review draft policies forwarded by standing committees. Policies can be tabled or returned to the originating standing committee.
- b. Place reviewed draft policies on the agenda of the September or February Senate Meeting.
- c. Forward draft policies to the Local Assemblies after the policies have a first reading at Senate.

- d. Receive policies with or without feedback from Local Assemblies.
- e. Consider requests from Local Assemblies for local exceptions to policies during the November or April Executive Committee meetings.
- f. Discuss and provide feedback on interim policies.
- g. Work with the University Vice President (or designee) in charge of Middle States Compliance to ensure requested local exceptions do not violate Middle States regulations.
- h. Create ad hoc committees as needed and recommend membership pending Senate approval. No ad hoc committee shall be formed that in any way preempts or significantly overlaps an existing committee of the Senate.
- i. Oversee the standing and ad hoc Senate committees.
- j. Serve as a channel through which matters can be brought to the attention of the Senate or its committees.
- k. The Executive Committee will meet in September, November, February, and April. The Executive Committee may meet at other times at the request of the University President or Senate President.
- l. In the event of an elected committee member vacancy, appoint a temporary member subject to Senate Executive approval.
- m. Receive and discuss committee reports.
- n. Consider adding items of interest to the broader University community to the Senate agenda.
- o. Issues more appropriate to Meet and Discuss or similar management-union negotiation meetings are out of order and should not be placed on the agenda.

## **Proposed Text**

### **1. Membership**

- a. The President, Vice President, and Associate Vice President of the Senate.
  - i. The Senate President is the Chair of the Executive Committee.
  - ii. The Senate Vice President conducts Executive Committee meetings in the President's absence.
  - iii. The Senate Associate Vice President serves as an advisor to the Senate President and Vice President but can conduct Executive Committee business if the Senate President and Senate Vice President are absent.
- b. The chairpersons of the Academic Policy Committee; the Advancement Committee; the Diversity, Equity, and Inclusion Committee; the Finance Committee; and the Student Affairs Committee.
- c. Student government presidents at Bloomsburg, Lock Haven, and Mansfield (or designees).

- d. The president (or designee) of each CBA unit.
- e. The University President (or designee), as ex-officio, non-voting member.
- f. University Vice Presidents (or designees), as ex officio, non-voting members.
- g. Local Assembly Vice Presidents may attend as ex officio, non-voting members.

## 2. Duties

- a. Discuss and review draft policies forwarded by standing committees. Policies can be tabled or returned to the originating standing committee.
- b. Place reviewed draft policies on the agenda of the September or February Senate Meeting.
- c. Forward draft policies to the Local Assemblies after the policies have a first reading at Senate.
- d. Receive policies with or without feedback from Local Assemblies.
- e. Consider requests from Local Assemblies for local exceptions to policies during the November or April Executive Committee meetings.
- f. Discuss and provide feedback on interim policies.
- g. Work with the University Vice President (or designee) in charge of Middle States Compliance to ensure requested local exceptions do not violate Middle States regulations.
- h. Create ad hoc committees as needed and recommend membership pending Senate approval. No ad hoc committee shall be formed that in any way preempts or significantly overlaps an existing committee of the Senate.
- i. Oversee the standing and ad hoc Senate committees.
- j. Serve as a channel through which matters can be brought to the attention of the Senate or its committees.
- k. The Executive Committee will meet in September, November, February, and April. The Executive Committee may meet at other times at the request of the University President or Senate President.
- l. In the event of an elected committee member vacancy, appoint a temporary member subject to Senate Executive approval.

m. Receive and discuss committee reports.

- n. Consider adding items of interest to the broader University community to the Senate agenda.
- o. Issues more appropriate to Meet and Discuss or similar management-union negotiation meetings are out of order and should not be placed on the agenda. Union leadership present at Executive Committee are encouraged to take such rejected agenda items to the appropriate venue.



## **Amendment 5** Replace Article IV: Senate Committees; D. Election Subcommittee and E. Other Committees with D. Committee Bylaws.

### **Current Subarticles**

#### D. Elections Subcommittee

##### 1. Membership

- a. Six elected faculty members, two at-large from each campus. Campus representatives cannot be from the same department.
- b. Three elected staff members, one at-large from each campus.

##### 2. Duties

- a. Oversee elections for Local Assemblies and Senate committees.

#### E. Other Committees

Interim charges and membership lists for the Academic Policy Committee; the Advancement Committee; the Diversity, Equity, and Inclusion Committee; the Finance Committee; and the Student Success and Campus Life Committee, as well as their respective subcommittees, are appended to this Constitution. During the 2023-2024 academic year, these committees and subcommittees must submit bylaws for approval to the Executive Committee. The Executive Committee must approve the changes by a simple majority. Once approved, the revised versions will be appended to this Constitution.

### **Proposed Subarticle**

#### D. Committee Bylaws

Current bylaws for the Academic Policy Committee; the Advancement Committee; the Diversity, Equity, and Inclusion Committee; the Finance Committee; and the Student Affairs Committee, as well as their respective subcommittees, should be posted on the Senate Website. The Executive Committee must approve any changes to committee or subcommittee bylaws by a simple majority

## **Amendment 6** Change Article IV: Senate Committees; F. Terms of Office of Committee Members and Re-enumerate as E. Terms of Office of Committee Members

### **Current Subarticle**

#### **F. Terms of Office of Committee Members**

1. Except as indicated elsewhere in this Constitution, the terms of office of the elected members of standing committees and subcommittees shall be three years. Their terms shall be staggered so that about one-third of the elected representatives are replaced each year. Student members of standing committees shall serve one-year terms. Appointed members shall serve the term designated in the appointment.

2. In the inaugural year, each committee will determine which elected members serve a one- year term, two-year term, and three-year term, ensuring no two representatives from the same campus serve the same term. If a consensus cannot be reached, a random method such as drawing straws will be used to determine the staggered order

### **Proposed Subarticles**

#### **E. Terms of Office of Committee Members**

1. Except as indicated elsewhere in this Constitution, the terms of office of the elected members of standing committees and subcommittees shall be three years. Their terms shall be staggered so that about one-third of the elected representatives are replaced each year. Student members of standing committees shall serve one-year terms. Management appointees to committees and subcommittees shall serve the term designated in the appointment.

2. In the inaugural year, each committee will determine which elected members serve a one- year term, two-year term, and three-year term, ensuring no two representatives from the same campus serve the same term. If a consensus cannot be reached, a random method such as drawing straws will be used to determine the staggered order.

# Amendment 7 Change Article V Elections

## Current Text

- A. All elections shall be by secret ballot.
- B. The Elections Subcommittee will conduct all but the following elections:
  - 1. Elections for Academic Policy Committee faculty members across colleges shall be conducted across Commonwealth University by the respective dean's offices.
  - 2. Elections for senators representing nonacademic divisions shall be conducted across Commonwealth University by the respective vice president's offices.
  - 3. Elections for union representatives on standing committees and subcommittees will be conducted by the respective CBA units.
  - 4. Elections for coaches on Senate will be conducted by the respective CBA unit.
  - 5. Elections for academic department or unit senators shall be conducted by the respective departments.
  - 6. Elections for the Clearfield campus senator shall be conducted by the Clearfield campus director.
- B. Terms of committee members will be staggered in classes as described in Article IV.D.
- D. Election duties shall be performed by the Election Subcommittee members on their respective campuses, who shall
  - 1. Prepare a list of nominees for all positions on or about March 15 of each year. Nominees may not be placed on the slate of nominees without their consent.
  - 2. Distribute the slate of nominees on or about March 20.
  - 3. Conduct the election on or about April 1 of each year.
  - 4. Verify results with the Senate President and announce results on or about April 10 of each year.
  - 5. Assist the Senate President, upon request, in finding members to fill appointed positions or vacancies in elected positions occurring between regularly scheduled elections. Vacancies shall be filled at the next regularly scheduled election.
- E. In any elections, the candidate receiving the greatest number of votes must win at least 50% of the votes cast in the election to win the position; failing this, the two candidates receiving the greatest number of votes shall participate in a run-off election.
- F. Except where otherwise noted in this Constitution, all new terms begin April 15.
- G. For the inaugural election, a temporary Elections Subcommittee (two faculty and one staff per campus) will be appointed by current shared governance structures on each campus.
- H. If a Senator is unable to serve out the full term, an interim appointment may be made by the Executive Committee until the position can be filled as part of the regular process outlined in this article.

I. If a Local Assembly Officer is unable to serve out the full term, an interim appointment may be made by the Local Assembly until the position can be filled as part of the regular process outlined in this article.

## **Proposed Text**

A. All elections shall be by secret ballot except as noted below.

A. The Elections Subcommittee will conduct all but the following elections:

- a. Elections for Academic Policy Committee faculty members across colleges shall be conducted across Commonwealth University by the respective dean's offices.
- b. Elections for senators representing nonacademic divisions shall be conducted across Commonwealth University by the respective vice president's offices.
- c. Elections for union representatives on standing committees and subcommittees will be conducted by the respective CBA units. Union leadership may conduct elections in accordance with their CBA unit's guidance, requirements, or past practice.
- d. Elections for coaches on Senate will be conducted by the respective CBA unit. Union leadership may conduct elections in accordance with their CBA unit's guidance, requirements, or past practice.
- e. Elections for academic department or unit senators shall be conducted by the respective departments. Department Chairs, with consent of their department, may conduct elections for departmental representatives by hand vote or acclamation.
- f. Elections for the Clearfield campus senator shall be conducted by the Clearfield campus director.

B. The Elections Subcommittee will facilitate the elections described in B. 1-6.

- a. The Elections Subcommittee will contact the units responsible for the elections described in B.1-6 on or about March 15<sup>th</sup> and remind those units of their responsibility to hold an election.
- b. The Elections Subcommittee will contact the units responsible for the elections described in B.1-6 on or about April 16<sup>th</sup> to receive the results of those elections.

C. Terms of committee members will be staggered in classes as described in Article IV.D.

D. Election duties shall be performed by the Election Subcommittee members on their respective campuses, who shall

- a. Prepare a list of nominees for all positions on or about March 15 of each year.  
Nominees may not be placed on the slate of nominees without their consent.
- b. Distribute the slate of nominees on or about March 20.

- c. Conduct the election on or about April 1 of each year.
- d. Verify results with the Senate President and announce results on or about April 10 of each year.
- e. Assist the Senate President, upon request, in finding members to fill appointed positions or vacancies in elected positions occurring between regularly scheduled elections. Vacancies shall be filled at the next regularly scheduled election.

G. In any election, the candidate receiving the greatest number of votes must win at least 50% of the votes cast in the election to win the position; failing this, the two candidates receiving the greatest number of votes shall participate in a run-off election.

1 .A runoff election may involve more than two candidates if

- a. More than two nominees are tied for the most votes in a race, or
- b. The leading nominee has less than 50% of the vote while two or more nominees are tied for the second most votes.

2.A runoff election involving more than two candidates will be decided by ranked voting.

H. In the event of a deadlock after the runoff election, candidates will be given the opportunity to decide amongst themselves who will assume the position. If there is no consensus, the Elections Subcommittee will use a method of random selection to determine the winner.

- A. Except where otherwise noted in this Constitution, all new terms begin April 15.
- B. If a Senator is unable to serve out the full term, an interim appointment may be made by the Executive Committee until the position can be filled as part of the regular process outlined in this article.
- C. If a Local Assembly Officer is unable to serve out the full term, an interim appointment may be made by the Local Assembly until the position can be filled as part of the regular process outlined in this article.

## **Amendment 8** Change Article VI: University Policies; B. University Senate Review and Comment on Policies. 1

### **Current Text**

First readings of policies by the Senate must occur during the September or February meeting of the Senate. Second readings of policies must occur during the November or April meeting.

### **Proposed Text**

First readings of policies by the Senate may occur during any meeting of the Senate. Second readings of policies may occur during any meeting of the Senate provided that the policy has been presented at a Local Assembly meeting on all campuses.

# **Amendment 10 Change Article IX: Amendment Procedures**

## **Current Text**

- A. proposed amendments to this Constitution must first be presented to the Senate Executive Committee. The Senate Executive Committee will decide in consultation with the University President whether to place the amendment on the Senate agenda.
- B. A proposed amendment can be initiated by (1) any senator, or (2) an action by a Local Assembly.
- C. C. If a proposed amendment receives approval by a two-thirds majority vote of the Senate, after thirty days, Local Assemblies will convene to discuss and vote on the amendment. An amendment passes if it receives simple majority approval from at least two Local Assemblies.
- D. D. No standing committee shall be created or abolished except by amendment of this Constitution.

## **Proposed Text**

- A. A proposed amendment can be initiated by (1) any senator, (2) the Immediate Past President of the Senate, or (3) an action by a Local Assembly.
- B. Proposed amendments to this Constitution must first be presented to the Senate Executive Committee. The Senate Executive Committee will decide in consultation with the University President whether to place the amendment on the Senate agenda.
- C. If a proposed amendment receives approval by a two-thirds majority vote of the Senate, a thirty-day review period shall commence, during which all constituencies shall familiarize themselves with the proposed amendment. Following this review period. Local Assemblies will convene to discuss and vote on the amendment. An amendment passes if it receives simple majority approval from at least two Local Assemblies.
- D. No standing committee shall be created or abolished except by amendment of this Constitution.



## **Amendment 9 Replace Article VI: University Policies; D. Interim Policies with Article VI: University Policies; D. Consent Agenda, and E. Withdraw, and F. Interim Policies**

### **Current Text**

#### **D. Interim Policies**

1. The University President (or designee) will submit a draft Interim Policy to the Senate Executive Committee.
2. The Senate Executive Committee will review the Interim Policy within ten (10) days of submittal. The Chair of the Senate Executive Committee will call an additional meeting if this period does not coincide with a regularly scheduled meeting. Senate Executive Committee meetings that review Interim Policies must have a simple-majority quorum.
3. The University President (or designee) will issue the Interim Policy after consultation with the Senate Executive Committee. If the Senate Executive Committee does not call a meeting within the specified period to consult on the Interim Policy, the University President may issue the Interim Policy.
4. To remove a designation of a policy as an Interim Policy, the policy must be reviewed by the Senate in the process set forth for review and comment on policies by the Senate and Local Assemblies set forth in Article VI.
5. Interim Policies will be posted on the Commonwealth University website within 5 business days.

### **Proposed Text**

#### **D. Consent Agenda**

1. A consent agenda is a list of policies that have been determined by Senate Executive to be likely to receive no discussion during Senate meetings, e.g., a policy that is essentially a reiteration of state or federal law.
2. The entire consent agenda is voted on during the second Senate meeting of each semester. If the consent agenda passes, each policy is considered endorsed and sent forward to the President for approval.
3. Policies can be placed on the consent agenda during the first Executive Committee meeting of each semester by the request of the committee or subcommittee responsible for the policy or by a simple majority vote of the Executive Committee.
4. Policies can be placed on the consent agenda after the first Senate meeting of the semester by the Senate President following the presentation of the policy in a senate meeting, or all Local Assembly meetings, that resulted in no discussion. .

5. Policies can be removed from the consent agenda until the final Senate meeting of the semester. Removal can take place in the following ways:
  - a. The responsible committee requests in writing that the Senate President remove the policy from the consent agenda. Such a request can be made at any time before the last Senate meeting of the semester.
  - b. Removal is motioned, seconded, and approved by simple majority vote during a regular Senate meeting.
  - c. Removal is motioned, seconded, and approved by a Local Assembly at the October or November meeting convened to review policy. Such a successful motion by only one Local Assembly is all that is needed to remove a policy from the consent agenda. Once a Local Assembly has approved removal, a policy cannot return to the consent agenda. .

#### E. Withdraw

6. The Senate may withdraw policies that are no longer necessary and therefore do not need to be replaced by a new policy. Senate may also withdraw legacy policies that have been superseded by Commonwealth policies.
7. The Senate Executive Committee may place a policy to be withdrawn on any agenda of a regular Senate meeting.
8. The Senate will vote on the withdrawal during that meeting. Withdrawals do not receive first and second readings.
9. A voting member of the Senate may motion that the policy be sent to a committee for revision instead of withdrawal.
  - a. If the motion is approved by a simple majority of voting members of the Senate, the policy will be sent to the committee.

#### F. Interim Policies

- a. The University President or relevant Vice President (will submit a draft Interim Policy to the Senate Executive Committee.
- b. The Senate Executive Committee will review the Interim Policy within ten (10) days of submittal. The Chair of the Senate Executive Committee may call an additional meeting or otherwise communicate with the entire Executive Committee if this period does not coincide with a regularly scheduled meeting.
- c. The University President or relevant Vice President will issue the Interim Policy after consultation with the Senate Executive Committee. If the Senate Executive Committee does not call a meeting within the specified period to consult on the Interim Policy, the University President may issue the Interim Policy.
- d. Interim Policies must be reviewed by the Senate in the process set forth

for review and comment on policies by the Senate and Local Assemblies in Article VI during the next review cycle. An Interim Policy issued in May, e.g., would be placed on the agenda of the September Senate meeting for a first reading.

- e. Interim Policies will be posted on the Commonwealth University website within 5 business days.

# Amendment 11 Create Article X: Assessment

## Proposed Text

- A. Senate will be assessed annually by the Immediate Past President of the University Senate.
  - a. The current Senate President becomes the Immediate Past President at the end of their term on April 15<sup>th</sup>.
  - b. The Immediate Past President is required to serve until the end of the contractual academic year.
    - i. The Immediate Past President is required to submit an annual evaluation of Senate processes by the end of the contractual year except as described in X.B. below.
    - ii. The Immediate Past President will prepare a list of suggested changes as part of the evaluation.
    - iii. Additional aspects of that evaluation will be determined by the Immediate Past President and the current Senate President.
  - c. The Immediate Past President assists with the review of the Senate Constitution as described in Article II of the Bylaws.
  - d. The Immediate Past President may voluntarily accept other assignments from the current Senate President during the subsequent Senate year.
  - e. The Immediate Past President retains the title until the serving Senate President becomes the Immediate Past President.
  - f. The Immediate Past President is not a Senate officer and does not have a formal role in Senate Executive Committee, Senate, or Local Assembly meetings.
  - g. The Immediate Past President may submit amendments to the Senate Constitution (see IX.B).
  - h. The Immediate Past President can serve in a formal Senate role, e.g., the Immediate Past President could serve as a department Senator or on a Senate Standing Committee, during their term of service.
- B. Senate may be assessed at the end of the academic year prior to a visit by the University's accrediting body by a Council of Past Presidents.
  - a. A Council of Past Presidents consists of former Senate Presidents who agree to help the Immediate Past President with the University accreditation report.
  - b. Any former Senate President who has an official tie to Commonwealth University, e.g., emeriti, those currently serving in Commonwealth's administration, may serve on the Council of Past Presidents.
  - c. The current Immediate Past President convenes a Council of Past Presidents, but does not need to chair the Council.
- C. The accreditation report should address the findings of each yearly report. The accreditation report can supplement the University's report to its accrediting body.

# **Amendment 12** Change Bylaw Article 2: Review of Constitution

## **Current Text**

The Senate shall establish an ad hoc committee to review the Constitution every five years and make recommendations to the Executive Committee for necessary changes.

## **Proposed Text**

The Senate shall establish an ad hoc committee to review the Constitution every five years and make written recommendations to the Executive Committee for necessary changes. The Immediate Past President should serve on this committee but need not chair it. These recommendations should be archived by the Senate Clerical Assistant.