

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN SENATE
COMMITTEE ON UNIVERSITY STATUTES AND SENATE PROCEDURES
(Final; Action)

SP.20.06 Revision to the *Bylaws*, Part D.1 – Senate Executive Committee

BACKGROUND

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), Senate Executive Committee (SEC) examined its charge and composition as provided in the *Bylaws*, Part D.1. In addition, the Review Commission asked SEC to “determine additional eligibility criteria and duties for the positions of the SEC Chair and Vice-Chair” (XSR.19.01, Recommendation #5). The proposed revisions thus address issues of SEC membership, the duties and eligibility of the SEC Chair and Vice-Chair, and vacancies in the Chair and Vice-Chair positions.

Currently, the responsibilities of the SEC Chair and Vice-Chair are briefly identified in the *Bylaws*, D.1.d. This proposal strikes that provision and proposes a new section, D.1.b, which better itemizes the specific duties of the Chair and Vice-Chair, including the Chair’s responsibility to liaise with administrative offices and work with the various bodies of the Senate, as well as specifying the Vice-Chair’s role in coordinating committee annual reports.

Additionally, this proposal would restrict the eligibility for the SEC Chair to those who are faculty or academic professional senators and have served at least one year on the SEC (at any time). The Vice-Chair position would be restricted to those who are senators (of any type) who have served at least one year as a senator or on a Senate committee at any time. These restrictions attempt to ensure that those elected Chair or Vice-Chair bring experience with the Senate and its work, while also not being overly restrictive.

Restricting who might become Chair and Vice-Chair entails adding language to account for various types of vacancies in these positions, including the situation in which the Vice-Chair is a student and ineligible to become Chair. These are laid out in D.1.c.2.

Finally, this proposed set of changes includes clarifying language regarding the Council of Academic Professionals and specifies a non-voting *ex officio* position for the Chancellor or the Chancellor’s designee.

RECOMMENDATION

The Senate Committee on University Statutes and Senate Procedures recommends the approval of the following revisions to the *Bylaws*. Text to be deleted is ~~struck through~~ and text to be added is underlined. Adoption of amendments to the *Bylaws* requires a two-thirds vote of the Senate.

REVISION TO THE BYLAWS, PART D.1 – Senate Executive Committee

1 a. Duties of the Committee

2 The Senate Executive Committee shall:

- 3 1. Initiate and guide the work of the Senate;
- 4 2. Coordinate the activities of ~~the~~ Senate committees, evaluate the functions of
5 those committees, and conduct an annual review of the current status of *ad hoc*
6 committees of the Senate, recommending appropriate action to the Senate;
- 7 3. Prepare the agenda for Senate meetings;
- 8 4. Inform the Senate concerning the charge and composition of each committee
9 created by the campus or University administration;
- 10 5. Propose to the Senate a date and agenda for the annual meeting of the faculty;
- 11 6. Report to the faculty at the annual meeting;
- 12 7. Schedule and supervise the organizing of the Senate in accordance with Part A of
13 these *Bylaws*;
- 14 8. Nominate members of the Committee on Committees;
- 15 9. Provide advice annually to the Chancellor on the appointment or reappointment
16 of the vice chancellors as required by the *Statutes*, Article III, paragraph 1g;
- 17 10. Provide advice annually to the President on the reappointment of the Chancellor
18 as required by the *Statutes*, Article I, section 5;
- 19 11. Review Campus Budget Oversight Committee (CBOC), Research Board, and
20 Research Policy Committee nominees; and
- 21 12. Perform ~~such~~ other duties as the *Statutes* or Senate shall specify.

22
23 b. Duties of the Chair and Vice-Chair

24 The Senate Executive Committee Chair shall:

- 25 1. Establish and maintain liaison with the Chancellor, the Provost, relevant
26 administrative offices, and, where appropriate, the President of the University
27 and the Board of Trustees on matters of concern to the Senate;
- 28 2. Establish and maintain liaison with the Office of Public Affairs and, where
29 appropriate, with the press and the public;
- 30 3. Establish and maintain relationships with the chair of each Senate committee,
31 and regularly advise and support Senate committee chairs;

- 32 4. Initiate reviews of standing Senate committees on a five-year rotation; and
33 5. Perform other duties as the Senate or Senate Executive Committee shall specify.

34

35 The Senate Executive Committee Vice-Chair shall:

- 36 6. Ensure that Senate committees submit and share annual reports with the Senate;
37 and
38 7. Perform other duties as the Senate Executive Committee or Senate Executive
39 Committee Chair shall specify.

40

41 **bc.** Membership

42 1. The Senate Executive Committee shall ~~be composed of~~ consist of 16 members
43 consisting of:

44 a. a Chair, who must be a faculty or academic professional senator and have
45 served at least one year on the Senate Executive Committee, and a Vice-Chair,
46 who must be a senator and have served at least one year as a senator or on a
47 Senate committee, elected by ~~ballot by and from among the membership of the~~
48 Senate, and who shall be the presiding officers of the Senate Executive
49 Committee,

50 b. the Chair of the Committee on Committees,

51 c. the Chair of the Committee on Educational Policy ~~Committee,~~

52 d. the Chair of the Committee on General University Policy ~~Committee,~~

53 e. the Chair of the Committee on Information Technology ~~Committee,~~

54 f. the Chair of the Committee on University Statutes and Senate Procedures
55 ~~Committee,~~

56 g. three members elected by the Senate from a slate consisting of all remaining
57 committee chairs willing to serve, with a runoff among the five candidates
58 receiving the most votes (if there are more than five candidates), and additional
59 candidates if tied for fifth place,

60 h. three students, including at least one undergraduate and at least one graduate
61 or professional student, all of whom shall be elected by and from ~~among~~
62 student senators,

- 63 i. one of the Senate's representatives to the University Senates Conference,
64 elected by the Senate at its organizational meeting; ~~N~~nominees shall be those
65 members of the Committee on University Senates Conference who consent to
66 serve if elected; ~~A~~a majority of votes shall be required to elect on the first
67 ballot, a runoff election shall be held between the two nominees who received
68 the highest number of votes; ~~A~~a plurality of the votes cast shall be required to
69 elect on the second ballot,
- 70 j. the campus faculty member of the Faculty Advisory Council to the Board of
71 Higher Education *ex officio* with vote, ~~and~~
- 72 k. the Chair of the Council of Academic Professionals, ~~committee~~ which performs
73 the statutory function of the Professional Advisory Committee, or the Chair's
74 designee, *ex officio* with vote, and
- 75 l. the Chancellor or the Chancellor's designee (*ex officio*).

76

77 2. In the event of a vacancy in the Chair position, the Vice-Chair, if eligible, will shall
78 immediately succeed to the position of Chair. If the Vice-Chair is not eligible to
79 serve as the Chair, an election of a Chair by the Senate ~~In the event of a vacancy in~~
80 ~~the Vice-Chair position, an election by the Senate of a Vice-Chair will shall be~~
81 conducted at the next meeting of the Senate in accordance with the provisions of
82 Part A, Section 5 (d). In the event of a vacancy in the Vice-Chair position, an
83 election of a Vice-Chair by the Senate shall be conducted at the next meeting of
84 the Senate in accordance with the provisions of Part A, Section 5(d). From the time
85 the Chair (due to the ineligibility of the Vice-Chair) or Vice-Chair position becomes
86 vacant and until a Chair or Vice-Chair has been elected and certified, that the
87 sitting member of the Senate Executive Committee with longest university service
88 will shall serve as interim Chair or Vice-Chair. Any other vacancy on the Senate
89 Executive Committee shall be filled by the same procedure ~~utilized in~~ used to
90 ~~selecting the vacating a member~~ for the position.

91

92 23. No person shall hold more than one seat on the Senate Executive Committee
93 concurrently. In the event that a person qualifies for more than one seat

94 concurrently, the list below shall be followed sequentially to select a replacement
95 for each seat but one.

- 96 a. If the Senate Executive Committee Chair or Vice-Chair qualifies for more than
97 one seat, that person must retain their seat as the Senate Executive
98 Committee Chair or Vice-Chair. The concurrent seat shall be filled by an
99 elected member of that body, nominated by the Committee on Committees,
100 and elected by the Senate.
- 101 b. If the campus faculty member of the Faculty Advisory Council to the Board of
102 Higher Education qualifies for more than one seat, that person must retain
103 their seat as the campus faculty member of the Faculty Advisory Council to
104 the Board of Higher Education. The concurrent seat shall be filled by an
105 elected member of that body, nominated by the Committee on Committees,
106 and elected by the Senate.
- 107 c. If a committee chair or the Senate's representative to the University Senates
108 Conference qualifies for more than one seat, that person shall select which
109 seat ~~shall be to~~ retained. The concurrent seat shall be filled by an elected
110 member or representative of that committee or body, nominated by the
111 Committee on Committees, and elected by the Senate.

112 All replacements shall be full members of the Senate Executive Committee in their
113 own right. Replacement representatives to the Senate Executive Committee under
114 this provision shall remain seated until the end of the academic year.

115 ~~ed.~~ The officers and members of the Senate Executive Committee shall be elected for
116 terms of one year. The Chair shall be released from other academic duties for one-
117 half time, with this appointment funded from campus resources.

118 ~~d. The Chair of the Senate Executive Committee, or the Vice-Chair at the request of the~~
119 ~~Chair, or an Executive Committee member designated by the Chair with the advice of~~
120 ~~the Executive Committee, shall establish and maintain liaison with the offices of the~~
121 ~~President of the University and the Board of Trustees on matters of major concern to~~
122 ~~the Senate.~~

123 e. During the summer months, the Senate Executive Committee is authorized to act for
124 and on behalf of the Senate on urgent matters that require immediate attention,

125 with the stipulation that, before taking any such action, the Senate Executive
126 Committee shall seek the advice of those senators present on campus. Any such
127 emergency action taken by the Senate Executive Committee shall be reported to the
128 Senate at the first regular meeting of the Senate following such emergency action.

UNIVERSITY STATUTES AND SENATE PROCEDURES

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