

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

SP.24.04 Revision to the *Bylaws*, Part F.7 – Electronic Participation in Meetings of the Senate and its Committees

BACKGROUND

At its February 6, 2023 meeting, the Senate approved SP.20.25, which, for the first time, added provisions to the *Constitution* and *Bylaws* to specify certain forms of electronic participation, consistent with the Illinois Open Meetings Act (OMA). Subsequently, the Board of Trustees approved the amendment of the Senate's *Constitution*, at which point the changes to the *Bylaws* part F.6-7 went into effect, specifying the Senate's current practice: Senate meetings are conducted in person whereas Senate committees might allow electronic participation under the restrictions of the OMA.

These proposed revisions to the *Bylaws*, Part F.7 would allow remote participation in both the Senate and its committees. The OMA requires that a quorum be physically present at each meeting. This physically present quorum can then allow additional members of each body to attend virtually provided they are prevented from attending (in the current language of the OMA) "because of: (i) personal illness or disability; (ii) employment purposes or the business of the public body; (iii) a family or other emergency; or (iv) unexpected childcare obligations." Item (iv) in the list of exemptions was added by the Illinois legislature this summer and is included in this proposal as well.

RECOMMENDATION

The Senate Committee on University Statutes and Senate Procedures recommends the Senate approve the following revisions to the *Bylaws*, Part F.7. 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. The approved amendments shall be effective at the close of this meeting.

- 1 **REVISION TO THE *BYLAWS*, PART F.7 – Electronic Remote Participation in ~~Meetings of the~~**
- 2 **Senate and its Senate Committee Meetings**
- 3 a. ~~Except as provided in Section 8 below, meetings of the Senate shall be conducted in~~
- 4 ~~person.~~ The Senate has developed procedures in compliance with the Illinois Open
- 5 Meetings Act (5 ILCS 120/7) by which members of the Senate or a Senate committee

6 may request to participate remotely in a Senate or Senate committee meeting by
7 audio and video conference.

8 ~~b.a. As provided in the Illinois Open Meetings Act (5 ILCS 120/7), if~~ a quorum of the
9 ~~members of a Senate committee~~ is physically present at the location for of a Senate or
10 Senate committee meeting, then a majority of the committee those members present
11 may at their discretion allow a member to ~~attend~~ participate in the that Senate or
12 Senate committee meeting by a means other than a by physical presence audio and
13 video conference.

14 b. if the member is prevented from physically attending participating, because of criteria
15 for allowing remote participation are: (i) personal illness or disability; (ii) employment
16 purposes or the business of the University; (iii) a family or other emergency; or (iv)
17 unexpected childcare obligations, or (v) another provision authorized in via
18 amendment to the Open Meetings Act. "Other means" is by video or audio
19 conference.

20 c. ~~If a member needs to attend a meeting of a Senate committee by a means other than~~
21 ~~a physical presence, the member must notify the chair of the committee at least 24~~
22 ~~hours before the meeting, unless advance notice is impractical.~~

23 The request by a member to participate in a Senate meeting by audio and video
24 conference must be submitted to the Clerk of the Senate in writing at least 24 hours
25 before the scheduled start of that meeting. The request by a member to participate in
26 a Senate committee meeting by audio and video conference must be submitted to the
27 chair of that Senate committee in writing at least 24 hours before the scheduled start
28 of that meeting.

29 d. ~~The votes of a members participating in a meeting by other means~~ audio and video
30 conference shall be accepted and counted, but must be cast by the member, not by a
31 proxy.

32 e. Notices of Senate and Senate committee meetings shall include ~~an adequate a~~
33 description of how and under what circumstances a members can join may participate
34 in the a meeting by other means than physical attendance audio and video

35 conference. Further details, such as how to be recognized to speak and how to vote,
36 shall be ~~made available, at a minimum, on the Senate website~~ provided to the
37 member. Provisions must be made for secure participation and secure voting for a
38 ~~members attending by other means~~ participating by audio and video conference.

UNIVERSITY STATUTES AND SENATE PROCEDURES

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