

UNIVERSITY SENATE  
UNIVERSITY AT ALBANY  
STATE UNIVERSITY OF NEW YORK

Introduced by: Governance Council

Date: April 27, 2015

**Amendment RE: Voting for *Ex Officio* Members of University Senate Councils and Committees**

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

- That the proposed amendments of the University Senate Charter Faculty be adopted
- That these amendments go into effect immediately

**Current Charter:**

**Section VIII: Council Structure and Operation**

In addition to structure detailed in Section V:

VIII.1. Each Senator, except *ex officio* Senators, ordinarily must serve on a council.

VIII.2. Council meetings normally may be observed by any member of the University community. Under certain circumstances, a council may vote to close a meeting. Closure must be reported to the Senate.

VIII.3. Council chairs

VIII.3.1. Unless otherwise specified, each council shall elect a chair from among its eligible members.

**Proposed Revisions to the Charter:**

**Section VIII: Council Structure and Operation**

In addition to structure detailed in Section V:

VIII.1. Each Senator, except *ex officio* Senators, ordinarily must serve on a council.

VIII.2. Council meetings normally may be observed by any member of the University community. Under certain circumstances, a council may vote to close a meeting. Closure must be reported to the Senate.

**VIII.3 *Ex officio* members of councils and committees**

**VIII.3.1 *Ex officio* members of councils or committees shall be invited to all meetings of that council or committee.**

**VIII.3.2 Persons or their designees who are *ex officio* members of a Senate council or committee by virtue of their title or position in the University administration are **non-voting members and may not count towards quorum.****

**VIII.3.3 Nothing shall be interpreted as removing voting rights granted in the Bylaws (Article II Section 2.1).**

#### VIII.4. Council chairs

VIII.4.1. Unless otherwise specified, each council shall elect a chair from among its eligible members.

### Section X: Senate Councils

#### X.1. GOVERNANCE COUNCIL

##### X.1.1. Composition

X.1.1.1. The Senate Vice Chair, the Senate Secretary, the President of the ~~Graduate Student Organization~~ **Graduate Student Association**, and the Chair of the Student Association Senate, or their designees, *ex officio*.

#### X.2. UNIVERSITY PLANNING AND POLICY COUNCIL

##### X.2.1. Composition:

X.2.1.3. The ~~Vice President for Finance and Business~~ **The Vice President for Finance and Administration**, *ex officio*.

X.2.1.11. Staff support for the Council shall be designated by the ~~Vice President of Finance and Business~~ **Vice President of Finance and Administration**. [added by amendment 5/2/05]

##### X.2.9. Resource Analysis and Planning Committee

X.2.9.2. The Committee shall include the ~~Vice President of Finance and Business~~ **Vice President of Finance and Administration**, *ex officio*, or designee.

##### X.2.10. University Facilities Committee

X.2.10.2. The Committee shall include the ~~Vice President of Finance and Business~~ **Vice President for Finance and Administration** or designee, *ex officio*.

#### X.3. UNDERGRADUATE ACADEMIC COUNCIL

##### X.3.1. Composition [amended 12/18/06]

X.3.1.1. The Vice Provost **and Dean** for Undergraduate Education or designee, *ex officio*

##### X.3.10. Committee on General Education [amended 12/18/06]

X.3.10.1. The Committee shall consist of the ~~Director of the General Education Program~~ **Associate Dean for General Education** *ex officio*, the Chair of the General Education Assessment Committee of the Council on Academic Assessment or designee *ex officio*, at least five but no more than ten members of the Teaching Faculty, at least three of whom are members of the Council, two Professional Faculty, two Undergraduate Students, at least one of whom is a member of the Council, and no more than 2 voting members selected from Faculty or Staff who are not students or Voting Faculty. The Chair of the Council shall consult with the Vice Provost **and Dean** for Undergraduate Education when determining the membership of this Committee.

X.3.10.3. The Vice Provost **and Dean** for Undergraduate Education shall have authority to grant waivers and make appropriate substitutions for individual students. The Committee shall serve as an appellate body for students who are not satisfied with the Vice Provost's decision.

#### X.4. GRADUATE ACADEMIC COUNCIL

##### X.4.1. Composition:

X.4.1.1. The **Vice Provost and Dean** of Graduate **Studies Education** or designee, *ex officio*

X.4.2. The staff support person for the Council shall be a designee of the Dean of Graduate **Studies Education**.

X.4.6.2. New graduate courses and changes to existing graduate courses receive final approval from the schools and colleges, subject to appropriate notification, but the Graduate Academic

Council shall have the power to review new courses and changes to existing courses and require reconsideration by the schools and colleges. Notification should be made to the Graduate Academic Council, to the Office of the Dean of Graduate ~~Studies~~ **Education**, the Office of the Vice President or Dean of the affected college or school, and to all other interested parties. [Section X. 4.6.2 revised by amendment 5/2/05]

X.4.7.3. It shall review such actions of the Dean of Graduate ~~Studies~~ **Education** or of school deans and department chairs dealing with academic standing or academic grievances as are brought before it by any interested party.

## **X.6. COUNCIL ON ACADEMIC ASSESSMENT**

### **X.6.1. Composition**

X.6.1.1. The **Vice Provost and Dean of for Graduate Education Studies**, the Vice Provost and Dean for Undergraduate Education, and the ~~Assistant Vice President of Strategic Planning and Assessment~~ **Associate Vice Provost for Academic and Resource Planning**, or their designees, *ex officio*

X.6.2. The staff support person for the Council shall be the ~~Assistant Vice President of Strategic Planning and Assessment~~ **Associate Vice Provost for Academic and Resource Planning** or designee.

### **X.6.6. Academic Program Review Committee**

X.6.6.2. The Committee shall consist of no more than eleven members, including at least six members of the Teaching Faculty, at least three of whom are members of the Council, one Professional Faculty member, one Graduate Student, one Undergraduate Student, the ~~Assistant Vice President of Strategic Planning and Assessment~~ **Associate Vice Provost for Academic and Resource Planning**, *ex officio*, or designee, and no more than 2 voting members selected from Faculty or Staff who are not students or Voting Faculty.

### **X.6.7. General Education Assessment Committee** [amended 12/18/06]

X.6.7.2. The Committee shall consist of no more than fourteen members, including at least six members of the Teaching Faculty, at least three of whom are members of the Council, one Professional Faculty, one Graduate Student, one Undergraduate Student, the ~~Assistant Vice President of Strategic Planning and Assessment~~ **Associate Vice Provost for Academic and Resource Planning** or designee *ex officio*, the ~~Director of the General Education Program~~ **Associate Dean for General Education** *ex officio*, the Chair of the General Education Committee of the Undergraduate Academic Council or designee *ex officio*, and no more than 2 voting members selected from Faculty or Staff who are not students or Voting Faculty.

## **X.9. UNIVERSITY LIFE COUNCIL**

### **X.9.1. Composition**

X.9.1.2. The ~~Vice President for Finance and Business~~ **Vice President for Finance and Administration** or designee, *ex officio*

X.9.1.3. The ~~Director~~ **Coordinator** of EAP, or designee, *ex officio*

### **X.9.5. The Committee on Health, Safety and Well-being**

X.9.5.1.3. The ~~Director~~ **Coordinator** of EAP, or designee, *ex officio*

### **X.9.7. The Committee on Residential Life**

#### **X.9.7.1. Composition**

X.9.7.1.2. The ~~Vice President for Finance and Business~~ **Vice President for Business and Administration** or designee, *ex officio*

## Rationale

The proposed amendment brings the Senate Charter in alignment with the newly amended Bylaws Article II Section 2 (Appendix A).

In its vote of April 1-8, 2015, the Voting Faculty approved by 2/3 affirmation the passage of Bylaws Amendment 1415-01 which removes Senate voting privileges from individuals who are named as *ex officio* Senators by virtue of their administrative position. The Charter amendment proposed here removes Council and Committee voting privileges from individuals who are named as *ex officio* members of Councils and Committees by virtue of the same. In aligning the two documents, Senate practices are made consistent with respect to administrative voting privileges.

The proposed amendment inserts new language into **Charter Section VIII: Council Structure and Operation** that specifies that *ex officio* members of councils or committees shall be invited to all meetings (VIII.3.1) and that *ex officio* members who hold an administrative position in the university are non-voting members and may not be counted toward quorum (VIII.3.2). Paragraph VIII.3.3 serves to preserve the voting privileges for non-administrative *ex officio* members such as the presidents of the Graduate Student Association and the Student Association. These privileges are granted in the Bylaws and were not affected by the passage of Bylaws amendment 1415-01.

With the insertion of a new Charter Section VIII. 3, what was formerly Charter Section VIII.3 becomes Charter Section VIII.4. The remainder of Charter Section VIII is then renumbered accordingly.

The changes highlighted in **Charter Section X : Senate Councils** update the language of the Charter to reflect official changes to administrative titles and to the name of the organization representing graduate students since the document was first written.

**Appendix A:** University Senate Bylaws Article II Section 2 (revised April 8, 2015)

## Appendix A

# Faculty Bylaws of the University at Albany, State University of New York

[...]

### **Article II. Section 2 — Composition of the Senate**

2.1 The *ex officio* non-voting members of the Senate shall be the President, the Senior Vice President for Academic Affairs and Provost, the Vice Provost and Dean of Undergraduate Education, Vice Provost and Dean of Graduate Education, the Vice President for Research, the Vice President for Student Success, the Vice President for Finance and Administration, and the dean elected by the deans of the schools and colleges. The *ex officio* voting members of the Senate shall be the Senate officers, the University Senators to the Faculty Senate of the State University of New York, the president of the Graduate Student Association, the president of the Student Association, and the chair of the Student Association Senate. [Amended April 8, 2015]

[...]