

STANDING RULES FOR THE FACULTY SENATE

A. MEETINGS OF THE SENATE AND THE SENATE STEERING COMMITTEE

- (1) Regular fall meetings of the Faculty Senate shall be held on the alternating Tuesdays according to the attached schedule, unless insufficient business warrants cancellation as determined by the Steering Committee or otherwise announced in advance by the Chair. Time of the meetings shall be 1:15 - 2:30 p.m. **Be on time.**
- (2) Special meetings may be called by the Senate, or in cases of an emergency nature, by the Chair. Whenever possible, special meetings shall be 1:15 - 2:30 p.m., when the Senate does not meet, provided that classes are in session. Any member of the faculty may attend these meetings.

B. COMMITTEE REPORTS

- (1) Committee Reports shall be presented, in writing, to the Faculty Senate during the "reports" portion of each meeting.
- (2) Committee Reports shall include a rationale supporting the committee's recommendations, if any.
- (3) Resolutions and motions contained within or incidental to committee reports shall be presented, for information only, during the "reports" portion of each meeting. Limited questioning on the content of committee reports may be permitted by the Chair at the time that the report is presented.

C. AGENDA ITEMS

- (1) The Steering Committee shall determine the order of agenda items to be considered at each meeting of the Senate, which shall be published one week in advance.
- (2) Except for matters of an emergency nature, which will be decided by a 3/4 vote, the appropriate committee or person shall publish the exact wording of all resolutions, main motions, and committee recommendations to all members of the Senate two weeks in advance of the meeting at which they will be considered.

D. **SENATE DEBATE AND VOTING PROCEDURES**

- (1) No debate without a motion.
- (2) All remarks shall be addressed to the Chair.
- (3) The Chair is empowered to enforce a time limited of three minutes per speech.
- (4) **Members may speak twice to any motion. Second speeches must wait until all have the opportunity to speak once.**

~~The motion "to reconsider and enter on the minutes" shall be out of order.~~

- (5) Senators are encouraged to yield the floor to guests in attendance who wish to speak.
- (6) Official liaisons shall be allowed to speak when recognized by the Chair. However, they shall not be allowed to offer motions or vote.
- (7) A roll call vote may be ordered on any motion by the request of five voting members of the Senate, or by the Chair.
- (8) ~~Straw votes shall be illegal.~~

E. **DATES OF SUCCESSION FOR OFFICERS, STANDING COMMITTEES, AND CHAIRS OF STANDING COMMITTEES**

- (1) Newly elected officers shall assume office immediately following the last day of examinations in the spring semester.
- (2) Newly elected members of committees shall become active immediately following the last day of examinations in the spring semester.
- (3) Chairs of standing committees shall retain their chairmanship until the chairmanship election at the first committee meeting of the fall semester.