Date of Submission: 1/15/2015

Name of Faculty Senate Representatives:

1. All of USI Faculty Senate:

2. This material was ascertained from faculty across campus

Complete the following items and submit this form to either your Faculty Senate representative or the Faculty Senate chair for consideration by the Faculty Senate.

1. Action Requested:

State specifically what action the Senate wants the committee to take. For example, update data; research relevant new data from this or another institution or institutions; update an outmoded policy; propose a solution or a revision of the handbook; write a report, etc. What is the desired outcome?

Conduct an audit of Faculty Senate's policies and procedures and suggest improvements to allow the Senate to more effectively operate. This may be most effective as a standing charge.

More specifically, please address the following areas:

1. Chair Succession Planning: In a perfect world, a Past Chair, Current Chair, and Chair-Elect (i.e. what is now called Vice-Chair) are set positions which ease the transition of leadership. If the Vice Chair does not plan on becoming Senate Chair, the Senate must make arrangements for succession in advance. Please consider preparing a plan for chair succession.

2. Senior Faculty: Senior faculty members are underrepresented on Faculty Senate. Please determine whether the Senate should have a fixed composition of members (e.g. 2/3 senior faculty, 1/3 junior faculty). If not, how can more senior faculty serve on Senate? Perhaps, senators beyond the chair can get a course release? Perhaps there are other carrots available?

3. Terms: The two-year term hurts the succession planning (from point #1). A senator who is Vice Chair in a first term/first year is too new to then become chair. A senator who is Vice Chair in the second year/second term must be re-elected to become chair (If the senator has served the the past, it may negate this issue). Furthermore, a Chair in a second term may not return to Senate as a Past Chair. Is a three-year term a better option? Is a one-year term a better option?

4. Subcommittees: There is currently a lack of communication between the subcommittees and the Senate. Should all subcommittee chairs attend all Senate meetings? Or should a senator chair each subcommittee? Furthermore, does Senate have too many subcommittees? Are all 8 subcommittees necessary? Additionally,
Senate should enter into conversations with upper administration regarding the role of the subcommittees. Senate committees could have been used (instead of separate ad hoc committees) to work with Noel-Levitz or to work on exploring P&T best practices. The timing of the need and the composition of the subcommittees did play a role, but that shouldn't stop the discussion from happening because such discussion is valuable for all parties. Please consider some action addressing the functioning of the subcommittees.

5. Communication: The Senate should improve its communication with faculty. The website is not regularly updated, there is a lot of out-of-date material posted on the website, some material is not easily understood, and not everyone prefers communication via meeting minutes (among other issues). Please determine better ways to inform constituents.

2. **Current Policy:**
   Include a copy of the current policy and/or practice (if applicable) and reference where it is located.

3. **Background:**
   Provide explanation of background and context for the proposed charge. What problem, issue, or experience prompts the proposal of the charge? Whenever possible, provide examples of the experiences impacted by the issue.
   Amongst faculty, there have been many suggestions provided to improve the functioning of Faculty Senate.

4. **Potential resources:**
   What necessary information can you provide and what resources can you suggest to help the committee fully address the charge?
   The information is detailed in the #1 Action Requested section.

**Items 5-7 to be completed by Senate Chair or Secretary:**

5. **Senate Comments:**
   List any pertinent comments or suggestions raised in the Senate’s discussion of this charge.
   Also if this or a very similar charge has been proposed within the last 3 years and addressed by a committee, provide the results.

6. **Action Taken by the Faculty Senate:**

7. **Action Taken by Administration (re: Provost, President):**