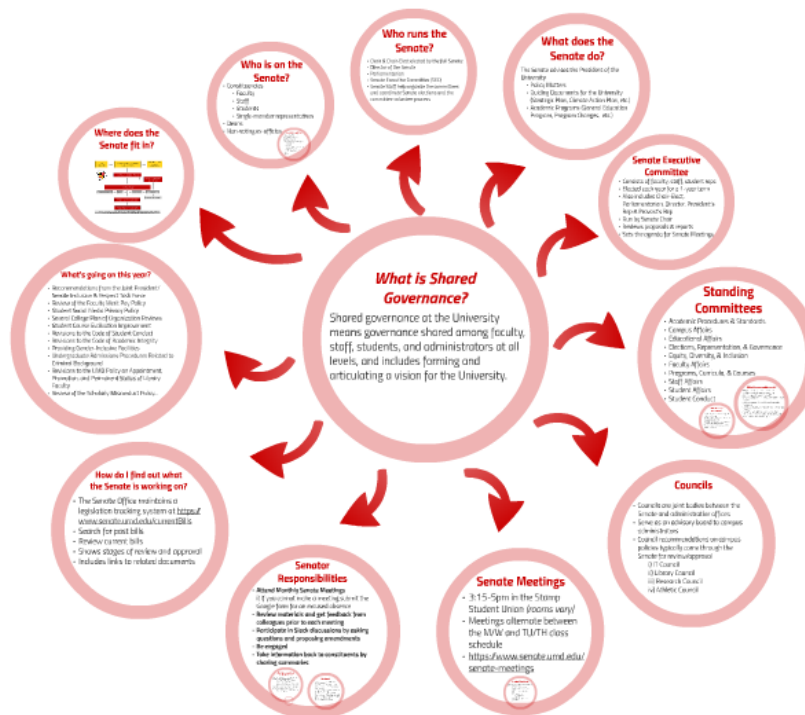


# Orientation: Senators, Senate Meetings, and Shared Governance

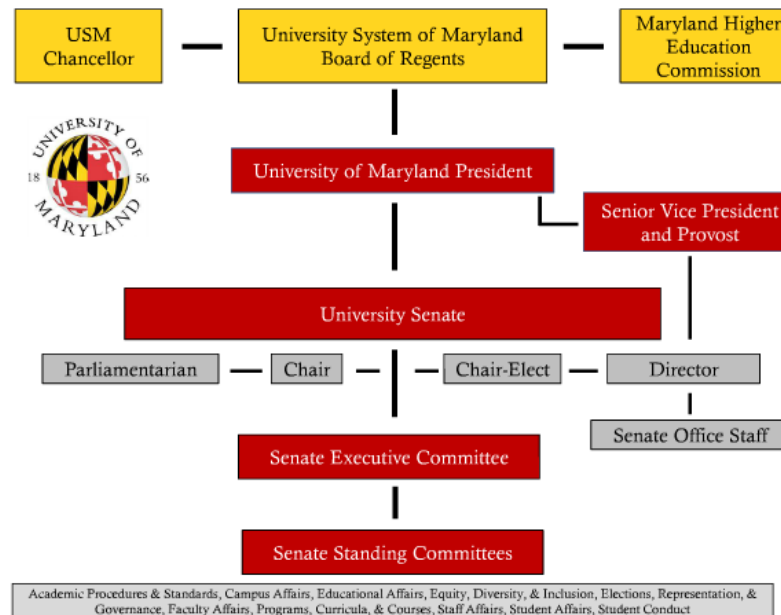




## ***What is Shared Governance?***

Shared governance at the University means governance shared among faculty, staff, students, and administrators at all levels, and includes forming and articulating a vision for the University.

# Where does the Senate fit in?



# Who is on the Senate?

- Constituencies
  - Faculty
  - Staff
  - Students
  - Single-member representatives
- Deans
- Non-voting ex-officios

## Senate Composition

- Tenured/Tenure-Track Faculty = 107
- Professional Track Faculty = 32
- Staff (Exempt & Non-Exempt) = 24
- Undergraduate Students = 29
- Graduate Students = 10
- Single Member Constituencies (1 rep each) = 7
  - Part-Time Research, Part-Time Teaching, Adjunct, and all Visiting Faculty
  - Emeritus Faculty
  - Head Coaches
  - Post-Doctoral Scholars, Post-Doctoral Associates, Junior Lecturers, and Faculty Assistants
  - Contingent II Staff
  - Part-Time Undergraduate Students
  - Part-Time Graduate Students
- Deans = 15
- Total = 224

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# Who runs the Senate?

- Chair & Chair-Elect elected by the full Senate
- Director of the Senate
- Parliamentarian
- Senate Executive Committee (SEC)
- Senate Staff help organize the committees and coordinate Senate elections and the committee volunteer process

# What does the Senate do?

The Senate advises the President of the University

- Policy Matters
- Guiding Documents for the University (Strategic Plan, Climate Action Plan, etc.)
- Academic Programs (General Education Program, Program Changes, etc.)

# Senate Executive Committee

- Consists of faculty, staff, student reps
- Elected each year for a 1-year term
- Also includes Chair-Elect, Parliamentarian, Director, President's Rep & Provost's Rep
- Run by Senate Chair
- Reviews proposals & reports
- Sets the agenda for Senate Meetings



# Standing Committees

- Academic Procedures & Standards
- Campus Affairs
- Educational Affairs
- Elections, Representation, & Governance
- Equity, Diversity, & Inclusion
- Faculty Affairs
- Programs, Curricula, & Courses
- Staff Affairs
- Student Affairs
- Student Conduct

## Who is on the committees?

- Committee chairs are Senators appointed by the Senate Chair
- Members are volunteers, and do not need to be Senators to serve
- Made up of reps from all constituencies & reps from administrative units
- Fac/staff serve 2-year terms & students serve 1-year terms

## What do committees do?

- Help address the concerns of the various constituencies in the campus community
- Analyze proposals brought to the SEC
- Research and do the bulk of the work that the Senate reviews
- Make recommendations to the Senate on policy revisions etc.
- Committee meetings are generally open and agendas are posted
- Committee materials are considered working documents and thus are not released publicly until the committee generates its report

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# Councils

- Councils are joint bodies between the Senate and administrative offices
  - Serve as an advisory board to campus administrators
  - Council recommendations on campus policies typically come through the Senate for review/approval
    - i) IT Council
    - ii) Library Council
    - iii) Research Council
    - iv) Athletic Council
- 

# Senate Meetings

- 3:15-5pm in the Stamp Student Union (*rooms vary*)
- Meetings alternate between the M/W and TU/TH class schedule
- <https://www.senate.umd.edu/senate-meetings>

## Senate Materials

Materials are sent out and posted 1 week prior to each Senate Meeting

- A combined bookmarked PDF of all materials
- Agenda (action vs. information)
- Minutes
- Committee Reports
  - o Transmittal & Report
  - o Appendices
- Slides/information for special order presentations

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# Senator Responsibilities

- **Attend Monthly Senate Meetings**
  - i) If you cannot make a meeting submit the Google form for an excused absence
- **Review materials and get feedback from colleagues prior to each meeting**
- **Participate in Slack discussions by asking questions and proposing amendments**
- **Be engaged**
- **Take information back to constituents by sharing summaries**

## What do senators do at Senate Meetings?

After each action item is presented, the Chair will open the floor to discussion on that item

- Senators may comment or ask questions
- Senators can make amendments
- Senators can also introduce a non-Senator to speak

Following discussion of each action item, the Chair will open the voting period on that item

- Senators will use your clicker to vote (1: in favor, 2: opposed, 3: abstain)



## Protocol

- Only Senators or those introduced by a Senator may speak
- Committee members (including ex-officio members) may speak when their committee presents a report
- Senators must state their name, constituency, and college before speaking
- Speakers should speak directly into the microphone by tilting it up or down, as needed
- A wireless microphone is available if the wired microphone is not accessible
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## **How do I find out what the Senate is working on?**

- The Senate Office maintains a legislation tracking system at <https://www.senate.umd.edu/currentBills>
- Search for past bills
- Review current bills
- Shows stages of review and approval
- Includes links to related documents

## **What's going on this year?**

- Recommendations from the Joint President/Senate Inclusion & Respect Task Force
- Review of the Faculty Merit Pay Policy
- Student Social Media Privacy Policy
- Several College Plan of Organization Reviews
- Student Course Evaluation Improvement
- Revisions to the Code of Student Conduct
- Revisions to the Code of Academic Integrity
- Providing Gender-Inclusive Facilities
- Undergraduate Admissions Procedures Related to Criminal Background
- Revisions to the UMD Policy on Appointment, Promotion, and Permanent Status of Library Faculty
- Review of the Scholarly Misconduct Policy...