

Orientation: Senators, Senate Meetings, and Shared Governance

Where does the Senate fit in?



Who is on the Senate?

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

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

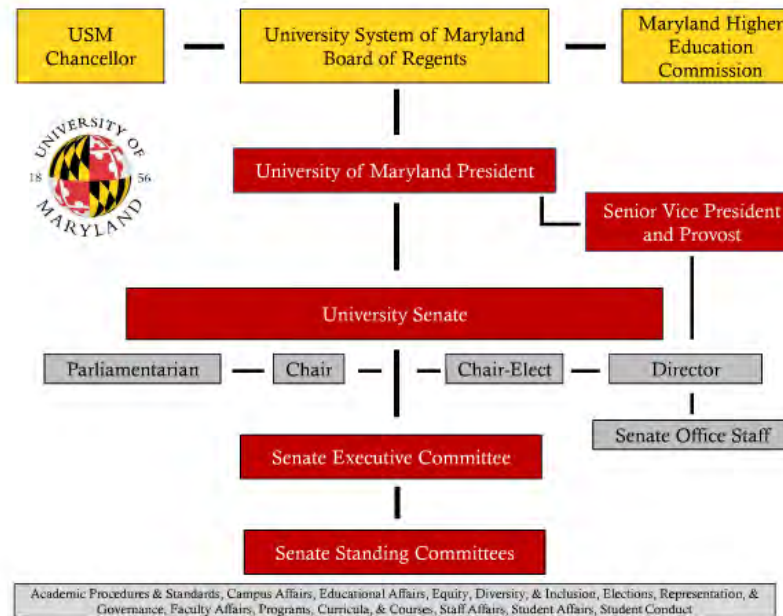
- Consists of faculty, staff, student reps
- Elected each year for a 1-year term
- Also includes Chair-Elect, Parliamentarian, Director, President's Rep & Provost's Rep
- Run by Senate Chair
- Reviews proposals & reports
- Sets the agenda for Senate Meetings

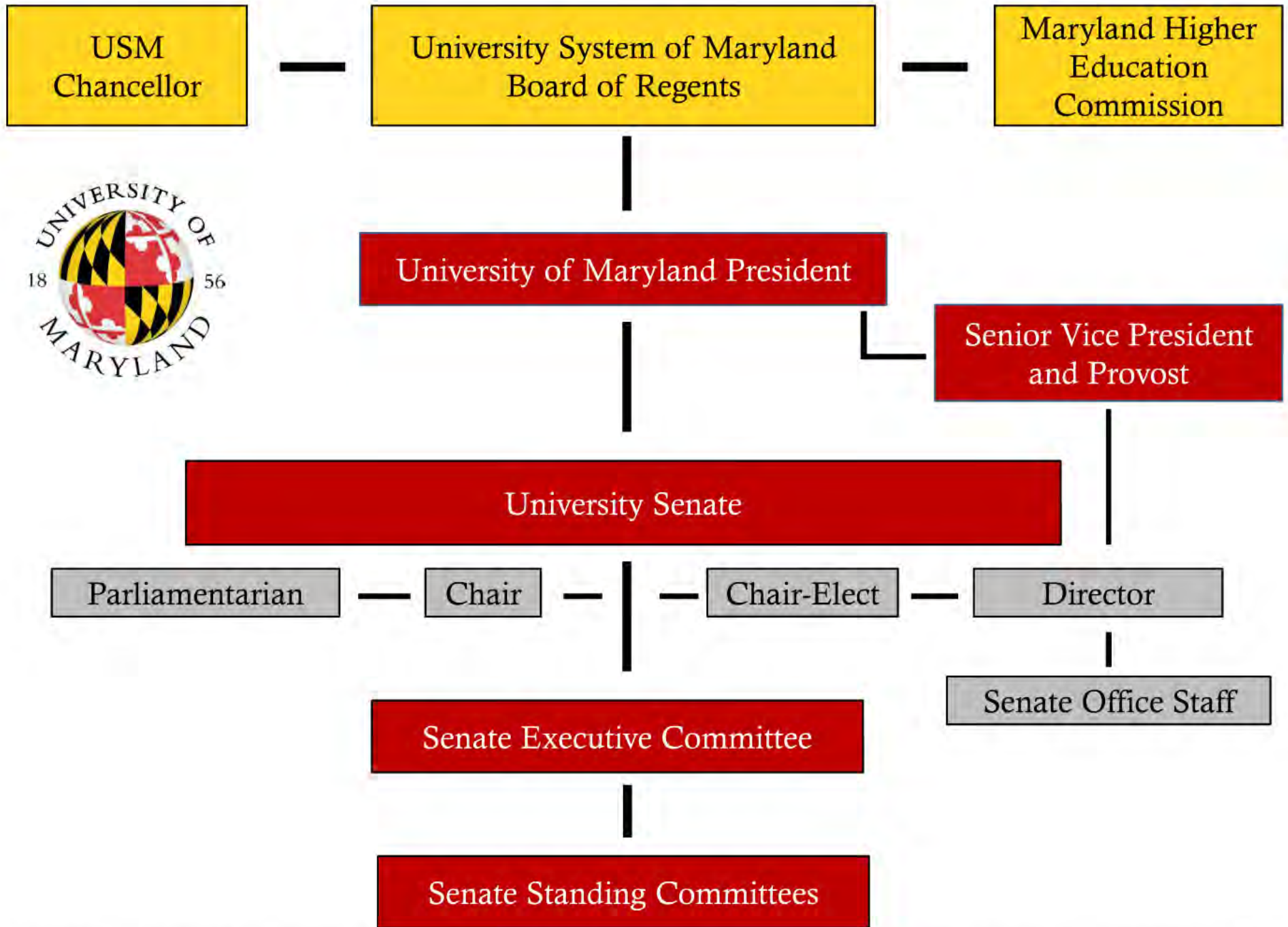


What is Shared Governance?

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?





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

Who is on the Senate?

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Senate Composition

- Tenured/Tenure-Track Faculty = 107
- Professional Track Faculty = 32
- Staff (Exempt - 16 & Non-Exempt - 8) = 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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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
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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
- Senate Meeting audio is recorded

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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?

- Undergraduate Admissions Procedures Related to Criminal Background
- Student Course Evaluation Improvement
- Revisions to the Code of Academic Integrity
- Enhancing Senate Input on University Planning and Resources
- Policy & Procedures Concerning Research Misconduct
- Policy and Procedures for the Establishment & Review of Centers & Institutes
- Policy and Procedures on the Disclosure of Student Education Records
- Non-Discrimination Policy
- Procedures for the Use of Physical Facilities
- Several College Plan of Organization Reviews...