

25 September 1998

MEMORANDUM

TO: Members, University Senate

FROM: University Senate Council

RE: AGENDA ITEM: University Senate Meeting, Monday, 12 October 1998 at 3:00 p.m. W.T. Young Auditorium, first floor. Proposal to amend University Senate Rules, Section I - 1.2.4.2 and ff. Full text of minutes of the University Senate.

Current: Senate Rule 1.2.4.2 provides that “The University System Registrar shall serve as Secretary” and Rule 1.2.5.1A provides that one of the functions of the Secretary is:

- A to keep minutes of the Senate meetings and to circulate these to all members of the University Senate and faculty and to administrative offices that are concerned with academic affairs;

According to a Senate Rules Committee interpretation of 4/28/98,

- \* The Secretary may, at the direction of the Chair of the Senate Council, circulate only a summary of the minutes to members, provided the full text of the minutes are made available for inspection to any interested member (RC 4/28/98)

Proposed: The University Senate Council recommends that the Senate Rules Committee interpretation be changed and incorporated into 1,2,5,1A to read:

- A. The Secretary may, at the direction of the Chair of the Senate Council, circulate only a summary of the minutes to members, provided a copy of the audio recordings of the meeting is made available to any interested member.

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US Agenda Item: Minutes, Full Text, Section I - 1.2.5.1A

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Rationale: Transcribing the full text of the minutes requires an inordinate amount of time and effort by the University System Registrar. The minutes are distributed to members of the Senate but are rarely, if ever, requested by anyone else. Under the proposed change, anyone who wanted a complete transcription of a Senate meeting could create it from the audiotapes, which would be readily available from the Senate Archives. No other university body, including the Board of Trustees and the Senate Council, is required to make a full text version of the minutes available.

The proposal has the approval of the Senate Council.

US Agenda Item: Minutes, fulltext, 10.12.98