

## Item D

December 6, 2002

#915

Dr. Jeff Dembo, Chair  
Senate Council  
153 Bowman Hall  
Campus

Dear Jeff:

The Senate Rules and Elections Committee met on November 14<sup>th</sup> to consider several proposals for amending the Section I rules relating to voting procedures and open meetings. After the meeting, I circulated the particular wording to the committee for comment – thus the delay in reporting back to you. I note one additional thing below that the subsequent email discussion generated.

For rule 1.2.2. where we propose that college election of senators be by secret ballot, Kaveh Tagavi proposed an additional sentence: “Each college should submit an elections procedure to the Senate council for approval and to be filed in the Senate Council office. This was not particularly discussed at the meeting and I got only one positive (no negative) reaction from a committee member. Two years ago when the Senate Council devolved the responsibility for conducting Senate elections to the colleges, the idea was to let colleges do this as it suited their own convenience and culture. While we all agree that a secret ballot is necessary for a fair election, I am uncertain whether the Senate Council wants to get back into the more complicated business of approving the details of college elections. So I will leave Kaveh’s proposed addition to your judgment, or that of the Senate Council if you want to have it take the matter up.

The proposal sheet is attached. Needless to say, I will be glad to discuss the proposals with the Senate Council if you feel it necessary.

Sincerely,

Bradley C. Canon  
Chair, Rules & Elections Committee

cc: members of the committee

**PROPOSED CHANGES IN SENATE RULES  
ADOPTED BY THE SENATE RULES COMMITTEE  
NOVEMBER 14, 2002**

Item A

CHANGES IN RULE 1.2.4 RELATING TO HAVING SENATE COUNCIL CHAIR BE THE PRESIDING OFFICER OF THE SENATE

**1.2.4 - Officers of the Senate**

1.2.4.1 **Chair (President of the University)** The President of the University is the Chair of the University Senate and its presiding officer except as he or she may delegate this function.

1.2.4.2 **Senate Council Chair** The Senate Council Chair shall preside over Senate meetings unless the President assumes or otherwise delegates this responsibility.

The description of the other officers shall be renumbered accordingly.

Add Section G to 1.2.5.1 **Secretary**

G. To preside over meetings of the University Senate in the absence of the Senate Council Chair and the President of the University.

Item B

ADDITION TO RULE 1.2.2

**Elected Faculty Membership**

Add the following sentence at the end of provision A:

The election shall be conducted by secret ballot by a procedure approved by the College faculty and submitted to the Senate Council office.

Item C:

CHANGES TO SENATE RULE 1.2.3, 3<sup>rd</sup> paragraph. (Additions underlined; deletions bracketed )

**Meetings**

The meetings of the Senate [meetings] and its councils and committees shall be open to the [press] public, except that at any meeting the Senate or a council or committee may declare itself in executive session, and thereby exclude all visitors [not explicitly designated for attendance by the presiding officer or a majority vote of the Senators present], by a majority vote of the [Senators] members present subject to the limitations and procedures of the Kentucky Open Meetings Law.

Item D

ADD THE FOLLOWING PARAGRAPH AT THE END OF RULE 1.4.1

**STRUCTURE OF SENATE COMMITTEES**

In accordance with the Kentucky Open Meetings Law, Senate standing, ad hoc and advisory committees shall record minutes of actions taken at all meetings. These minutes shall be available not later than one week after the end of the next meeting. The committee chair shall be responsible for forwarding copies of the minutes to the Senate Council at the end of each academic year. These minutes may be in addition to or may substitute for the committee's annual report at the discretion of the Senate Council. Committees that did not meet or conduct any business during the academic year shall forward to the Senate Council a report to that effect.