8-22-2023

2023 August 22 - Faculty Senate Agenda and Minutes

East Tennessee State University

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9:30 – 10:00 am: Breakfast for New Faculty Senator Orientation

9:45 – 11:00 am: New Faculty Senator Orientation

11:00 – 11:15 am: Break

11:15 am – 12:00 pm: Last meeting of the 2022 – 2023 Faculty Senate

• Call to order
• Approval of minutes from April 17, 2023
• Update of summer 2023 activities
• Recognition of senators completing term
• Last call for business
• Adjourn

12:00 – 1:00 pm: Lunch

1:00 – 4:30 pm: First meeting of the 2023 – 2024 Faculty Senate

• Call to order
• Remarks from Provost McCorkle
• Remarks from President Noland
• Introductions of Faculty Senate Officers
• Introductions of Faculty Senators and Team building activity – Scott Jenkinson
• Action Items
  o Elections / Appointments of Faculty Senate Standing Committees
    ▪ Executive Committee
      Chair: Dr. Ginni Blackhart
      Membership: 5 At-Large members
    ▪ Faculty Senate Parliamentarian
    ▪ Faculty Senate Communications Coordinator
    ▪ Faculty Concerns and Grievances Committee
      Co-Chairs: Senators Bill Hemphill and Randy Byington
      Membership: 1-2 tenured Associate or Full Professors per college
    ▪ Faculty Senate Elections and Governance Committee
      Chair: Dr. Theresa McGarry
      Membership: One Faculty Senator per college
- **Faculty Handbook Committee**
  Chair: Senator Stephen Hendrix
  Membership: 3-5 Faculty Senators

- **Communications Committee**:
  Chair:
  Membership: One Faculty Senator per college

- College breakout sessions for planning and discussion
  1. What is your plan for faculty senate elections and filling vacancies during the academic year? (Note: This should be led by faculty and the Dean’s office should not appoint faculty senators.)
  2. Who will coordinate communication between Faculty Senate and faculty in your college?
  3. What issues impacting ETSU faculty do you believe Faculty Senate should discuss, address, and/or tackle during this academic year?

- Senate 101: The role of the Faculty Senate, structure of Faculty Senate meetings, Faculty Senate bylaws, and Robert’s Rules
- Discussion – Issues for the Senate to Address
- Adjourn

**Reminders for Upcoming Events / Meetings:**
- **Faculty Convocation**: Friday, August 25th, 8:30 – 10:00 am, Martin Center Grand Hall
- **New Student Convocation**: Friday, August 25th, 3:30 – 4:30 pm, Brooks Gym
- **Next Faculty Senate Executive Committee meeting**: Monday, August 28th, Quillen Conference room, Sherrod Library
- **Next Faculty Senate meeting**: Monday, September 11th, Culp Forum & Zoom

**Faculty Senate Meeting Dates for 2023 – 2024**

**Fall 2023**
- August 22
- September 11
- September 25
- October 9
- October 30
- November 13
- November 27

**Spring 2024**
- January 22
- February 5
- February 19
- March 4
- March 25
- April 8
- April 22

*Note that all meetings take place on a Monday from 2:45 – 4:30pm in the Culp Forum and on Zoom*
FACULTY SENATE MINUTES

Meeting Date: 08/22/2023  
Time: 11:15-12:00  
Location: Culp

Next Meeting: 09/11/2023  
Scribe: Ashley Sergiadis

Present: Beatty, Kate; Blackhart, Ginni; Blackwell, Roger; Blevins, Emily; Boa, Jen; Burns, Bracken; Byington, Randy; Chakraborty, Kanishka; Dowling-McClay, KariLynn; Easterday, Mary; Fisher, Stacey; Fiuza, Felipe; Foley, Virginia; Foreman, Robin Ann; Frye, Steph; Garris, Bill; Gentry, Retha; Gray, Jeffrey; Greene, Amy; Harnois-Church, Patricia; Hemphill, Bill; Hendrix, Stephen; Herrmann, Andrew; Kim, Sookhyun; Kruppa, Michael; Landis, Ryan; Lyons, Renee; Mackara, Fred; Mamudu, Hadji; McGarry, Theresa; Nivens, Ryan; O’Neil, Kason; Ramsey, Priscilla; Schroder, Laurie; Scott, Dane; Sergiadis, Ashley; Stevens, Alan; Thigpen, Jim; Trogen, Paul; Uddin, Moin; Walden, Rachel; Weise, Constanze; Yampolsky, Lev; Youngberg, George; Zahner, Matthew

Absent: Bray, Sheree; Daniels, Jean; Desjardins, Matthew; Digavalli, Siva; Ecay, Thomas; Elangovan, Saravanan; Funk, Bobby; Hauldren, Kacie; Hawthorne, Sean; Hounshell, Jonathan; Tai, Chih-Che; Thompson, Beth Ann; Waters, Susan

Agenda Items

Meeting called to order

1. Approval of Minutes

2. Update of Summer 2023 Activities

3. Recognition of senators completing term

4. Last call for business

5. Adjourn

DISCUSSIONS

1. Approval of Minutes

Blackhart questioned whether there was an objection to approving the minutes from the 04/17/2023 meeting. Sergiadis noted that Senator McGarry submitted corrections.

No Objection: Minutes Approved

2. Update of Summer 2023 Activities

- ETSU now has a new Parental Leave Policy. Katelyn Alexander (Pharmacy) headed a Faculty Senate work group that created a resolution passed by the Faculty Senate prior to 2020. Staff Senate passed a similar resolution.
- The Campus Center building was initially scheduled to be demolished before fall classes. It will now be demolished between Thanksgiving and the spring semester.
- The Academic Structure Task Force and General Education Redesign Task Force worked over the summer. They will report their progress and continue their work during the fall semester.
- The Faculty Senate Office has been moved from the Campus Center Building to Sherrod Library 450. Faculty Senate will be sharing the office with Staff Senate. The faculty ombudspersons will be in the office next door (449).
- Faculty Senate President Ginni Blackhart attended the American Association of University Professors (AAUP) Summer Institute. A copy of the AAUP Redbook is available in the Faculty Senate Office and Ombudspersons Office.

3. Recognition of senators completing term

Sergiadis recognized Faculty Senators who completed their terms (ranging from one to three years): Roger Blackwell, Sheree Bray, Bracken Burns, Randy Byington, Thomas Ecay, Saravanan Elangovan, Stacey Fisher, Virginia Foley, Bobby Funk, Jeffrey Gray, Michael Kruppa, Sean Hawthorne, Patty Harnois-Church, Bill Hemphill, Fred Mackara, Ryan Nivens, Kason O’Neil, Priscilla Ramsey, Alan Stevens, Chih-Che Tai, Beth Ann Thompson, Paul Trogen, Susan Waters, Matthew Zahner
**DISCUSSIONS**

- Blackhart recognized Virginia Foley’s service as the Faculty Trustee on the Board of Trustees for two years and her numerous years of service on Faculty Senate.

<table>
<thead>
<tr>
<th>4. Last call for business</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Senators held a moment of silence for the passing of Dr. Bert C. Bach.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Adjourn</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Motion to Adjourn: Unknown</td>
</tr>
<tr>
<td>- Second: Unknown</td>
</tr>
<tr>
<td>- Meeting Adjourned</td>
</tr>
</tbody>
</table>

Please notify Senator Ashley Sergiadis (sergiadis@etsu.edu, Faculty Senate Secretary, 2023-2024) of any changes or corrections to the minutes.

*Note: Meeting minutes are not a word-for-word transcript. Statements and questions by Senators are edited and summarized for clarity.*
FACULTY SENATE MINUTES

Meeting Date: 08/22/2023
Time: 13:00-16:30
Location: Culp

Next Meeting: 09/11/2023

Scribe: Ashley Sergiadis

Present: Alali, Walid; Beatty, Kate; Blackhart, Ginni; Blackwell, Roger; Blevins, Emily; Boa, Jen; Bradshaw, Patrick; Burns, Bracken; Byington, Randy; Carnevale, Teresa; Chakraborty, Kanishka; Dowling-McClay, KarlLynn; Dunkley, Lisa; Easterday, Mary; Fisher, Stacey; Fiuza, Felipe; Foreman, Robin Ann; Frye-Clark, Steph; Garris, Bill; Geiger, Matthew; Gentry, Retha; Greene, Amy; Hemphill, Bill; Hemphill, Jean; Hendrix, Stephen; Herrmann, Andrew; Kim, Sookhyun; Lyons, Renée; Mamudu, Hadii; McGarry, Theresa; Nivens, Ryan; O'Neill, Kason; Perry, Lisa; Ramsey, Priscilla; Robinson, Meg; Sayers, Adam; Schroder, Laurie; Scott, Dane; Sergiadis, Ashley; Stevens, Alan; Thigpen, Jim; Trogen, Paul; Uddin, Moin; Walden, Rachel; Waller, Justin; Weise, Constanze; Yampolsky, Lev; Youngberg, George; Zahnert, Matthew

Absent: Bray, Sheree; Daniels, Jean; Desjardins, Mathew; Digavalli, Siva; Ecay, Thomas; Ellis, Jon; Hauldren, Kacie; Hounshell, Jonathan; Landis, Ryan

Agenda Items

1. Remarks from Provost McCorkle
2. Remarks from President Noland
3. Introductions of Faculty Senate Officers
4. Introductions of Faculty Senators and Team building activity – Scott Jenkinson
5. Action Items
6. College breakout sessions for planning and discussion
7. Senate 101: The role of the Faculty Senate, structure of Faculty Senate meeting, Faculty Senate bylaws, and Robert’s Rules
8. Discussion
9. Adjourn

DISCUSSIONS

1. Remarks from Provost McCorkle
   - Provost McCorkle thanked the faculty for their welcoming nature.
   - She recalled her Faculty Senate experience fondly and emphasized her respect and commitment for shared governance.
   - ETSU's strength of shared governance was recognized by Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) 10-year reaffirmation visit. They met with over 100 faculty, students, and staff and witnessed share governance and transparency in their interactions. SACSCOC had no findings on their on-site visit and endorsed the Quality Enhancement Plan (QEP). The QEP received positive feedback for how well it fit the mission (community-engaged learning). ETSU will have their final report/decision in December.
   - General Education Redesign Task Force (led by David Harker and Sharon McGee) have developed a draft framework that they will be sharing with departments/colleges to get feedback from faculty. The plan is for them to submit a recommendation by November.
   - Academic Structure Task Force (led by Virginia Foley and Nick Hagemeyer) have developed a rubric to help guide their work. Faculty will have opportunities to weigh in on their work during the fall semester.
   - The plan is for them to have recommendations by the end of the fall semester.
   - Faculty have two new ombudspersons (Amber Kinser, Allen Forsman). These positions were requested by Faculty Senate as a neutral arbitrator to give guidance.
   - Karin Keith (Associate Provost for Faculty) will be leading a review of academic policies during the 2023-2024 academic year. Some policies will take more time and require a full task force (e.g.,
DISCUSSIONS

- tenue/promotion policy).
- ETSU welcomed over 120 new faculty.

2. Remarks from President Noland

- Fall 2023 is on its way to having one of the top three largest class of freshman in the history of the university. Overall, enrollment will probably still be flat because there are lower junior and senior classes due to COVID and transfer numbers are also a little down. We are back in the 15,000 student range, which is where we would like to be.
- More students are in residence halls than any other time. There are about 105 students who are in hotels. ETSU hopes to move those students onto campus in the next 2-3 weeks. Powell Hall will be back this year. They are considering turning Yoakley back into a residence hall (for next year).
- ETSU budget should be balanced. The plan is to add $3 million in reserves and use $1.5 million one-time fallout resources for the HVAC system in the Brinkley Center. Fallout resources will be provided to the colleges.
- The following buildings are in various stages of renovation/building. About $350 million capital construction was paid for by the state. These renovations will transform the institution and provide state of the art spaces for faculty to use for teaching.
  - Gilbreath Hall: Completed.
  - Lamb Hall: Completed.
  - Brown Hall: Phase I of planning is underway and asking Phase II to be funded during the next legislative session.
  - Humanities Building: The Campus Center will be coming down after the Thanksgiving break. The new building will take about 24 months to be built.
  - Center for Interprofessional Health: Design work is underway.
- Jim Harlan (CBAT faculty) and Christy Brown (CFO) will be leading a shared governance committee to examine the budget model. ETSU is also working with a consultant (RBK & Associates). The goal is that any efficiencies discovered will be reinvested in salaries and our people.
- ETSU will be switching from Banner to Oracle/Voyager with HR/Finance transitioning by the end of the calendar year. Employees will move from monthly to twenty-six pay periods during this switch. There has been some concern that there may be a small gap in the implantation process. If enrollment holds, administration hopes to give a one-time bonus to help with the transition. Procedures such as travel paperwork will be more efficient with this transition.
- K-12 and higher education leaders are working more closely together to improve the pipeline from high school to college The college rates have declined (10-15% less since COVID).
- In many of our surrounding counties, the college going rates are less than 45% and those gaps across equity delineations are even more pronounced. ETSU continues to support EDI and performance gaps. Moonshot initiative will continue.
- Noland provided some statistics to demonstrate that the perception of higher education may not be as negative as it seems, particularly during the election cycle. Example: SCORE (Tennessee education advocacy group) poll showed that 77% of Tennesseans viewed higher education favorably, 64% were satisfied with the way the state’s higher education system was working, and 83% would send their child to university.
- Noland encouraged faculty to be on ground helping students.
- ETSU faculty/staff will most likely receive a 4-5% raise and an additional 1% will be used for market salary adjustments.

Scott: Can you discuss the move from monthly to bi-weekly paychecks?
Noland: We are moving to 26 paychecks a year. ETSU is reviewing how they can use fallout revenue for transitional help. Plans will be announced at the State of the Union address in October.

Yampolsky: What is the task force examining academic structure?
Noland: The Academic Structure Task Force is being led by faculty – Nick Hagemeier and Virginia Foley. They are exploring potential synergy on campus. They started last spring and will be working through the fall. We wanted the recommendations to come from the bottom up not the top down.
DISCUSSIONS

3. Introductions of Faculty Senate Officers
   Faculty Senate Officers introduced themselves:
   - Ginette Blackhart – President
   - Alan Stevens – Vice President
   - Stephen Hendrix – Past President
   - Ashley Sergiadis – Secretary
   - Ryan Nivens – COO/Treasurer

4. Introductions of Faculty Senators and Team building activity – Scott Jenkinson
   Faculty Senators introduced themselves and participated in a team building activity.

5. Action Items

   5.1 Elections / Appointments of Faculty Senate Standing Committees

       **Faculty Senate Executive Committee**
       Chair: Ginette Blackhart
       Five Senators were elected as the five at-large members of the Faculty Senate Executive Committee. The following Senators were nominated: Kate Beatty, Randy Byington, Lisa Dunkley, Matthew Geiger, Bill Hemphill, Jean Hemphill, Lisa Perry, Dane Scott, and George Youngberg. The following Senators were approved as at-large members (based on who received the highest number of votes): Kate Beatty, Randy Byington, Lisa Dunkley, Matthew Geiger, and Jean Hemphill.

       **Faculty Senate Parliamentarian**
       Ryan Nivens was nominated and approved as Faculty Senate Parliamentarian.

       **Faculty Handbook Committee**
       Chair: Stephen Hendrix
       Bill Hemphill, Laurie Schroder, Retha Gentry, and Constanze Weise were nominated and accepted as members.

       **Faculty Concerns and Grievances Committee**
       Co-Chairs: Senators Bill Hemphill and Randy Byington
       Membership: 1-2 tenured Associate or Full Professors per college (not limited to Senators)
       Members of this committee should have been chosen after the Faculty Senate Retreat and the decision sent to President Blackhart.

       **Faculty Senate Elections and Governance Committee**
       Chair: Dr. Theresa McGarry
       Membership: One Faculty Senator per college (except College of Arts and Sciences due to the chair being from that college)
       Members of this committee determine how Senators within their college are selected. A senator from each college should have been chosen during the breakout session and the decision sent to President Blackhart.

       **Communications Committee**
       Coordinator: TBD
       Membership: One Faculty Senator per college
       Members of this committee create and distribute the Faculty Senate in Five message. Out of those individuals, one is chosen as the Communications Coordinator. A senator from each college should have been chosen during the breakout session and the decision sent to President Blackhart.

6. College breakout sessions for planning and discussion

   Senators organized themselves by college to answer the following questions:

   1. What is your plan for faculty senate elections and filling vacancies during the academic year? (Note: This should be led by faculty and the Dean’s office should not appoint faculty senators.)
   2. Who will coordinate communication between Faculty Senate and faculty in your college?
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<td>7. Senate 101: The role of the Faculty Senate, structure of Faculty Senate meeting, Faculty Senate bylaws, and Robert’s Rules</td>
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<td>Ginette Blackhart presented an introduction to Faculty Senate and Ryan Nivens presented an overview of Robert’s Rules. Slides outlining these presentations are available at the end of the minutes.</td>
</tr>
<tr>
<td>Questions</td>
</tr>
<tr>
<td><strong>Sayer:</strong> Does voting happen in real time? If so, how do we represent our faculty during voting?</td>
</tr>
<tr>
<td><strong>Blackhart:</strong> You will want to get advice from your faculty prior to the meeting when a vote will occur. Then, you will use that advice to make a judgment call during the meeting.</td>
</tr>
<tr>
<td>8. Discussion – Issues for the Senate to Address</td>
</tr>
<tr>
<td>None.</td>
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<td>9. Adjourn</td>
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<td><strong>Motion to Adjourn:</strong> Stevens</td>
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<td><strong>Second:</strong> Frye-Clark</td>
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Please notify Senator Ashley Sergiadis (sergiadis@etsu.edu, Faculty Senate Secretary, 2023-2024) of any changes or corrections to the minutes.

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Senate 101

Faculty Senate Retreat, August 22\textsuperscript{nd}, 2023
Contents

• Purpose of the Faculty Senate at ETSU
• Senate Bylaws & web site
• Communication with ETSU Faculty
• Faculty Senate meetings & Robert’s Rules
1.1 To fulfill its mission effectively, the University needs a mechanism for meaningful and continuing cooperation between the faculty and administrative officers of the institution in shared governance. In order to foster mutual trust and respect and to produce cooperative efforts that enhance the stature of the university and its programs, formal and systematic lines of communication are needed to ensure full discussion of important matters and adequate reaction from one constituency to another.

1.2. Final authority for implementing the policies of the institution resides with the University president. It is a basic premise of this document that the faculty has the right and obligation to participate fully and actively in the determination of those policies that pertain to **academic matters and faculty welfare**. The Faculty Senate herein constituted provides, therefore, for meaningful and formal participation by the faculty in matters of University governance that are related to its right and proper concerns.

~from the Preamble to the Constitution of the Faculty Senate~
• Officers & members
• Standing & ad hoc committees and workgroups
• Constitution & bylaws
• Ask an Admin
• Submit a Motion
• Calendar, Agendas, & Minutes
• Faculty Resources
You serve as representatives for faculty members in your respective colleges

Regular communication w/ Faculty Senate in Five Sentences

Communicating about and gathering feedback on important issues being discussed and proposed resolutions
As a reminder:

- Attend and **actively participate** in bi-weekly meetings
- If you must miss a meeting, please notify the Faculty Senate Secretary, Ashley Sergiadis
  - Note: No “excused” absences
- After a Senator misses 2 meetings during a semester, Ashley will send an electronic notification to the Senator
- After 3 missed meetings, attendance will be reviewed by the Executive Committee
Conduct of Meetings

• Robert’s Rules of Order
• Bringing an issue before the senate
• Resolutions (the voice of the Senate)
• Motions (action of the Senate)
Parliamentary Procedure: The Basics

Thanks to Dr. Patrick Brown for sharing part of this powerpoint and the handouts
“Where there is no law, but every man does what is right in his own eyes, there is the least of liberty.”

Henry Martyn Robert 1837 - 1923
Robert’s Rules of Order – Basic Principles

• Everyone has a right to participate in debate
• No one may monopolize debate
• The minority has a right to be heard
The Chair

- Preside and Maintain Order
- Understand Bylaws & Procedures of Council
- Decide Questions of Order
- Announce all Business
- Recognize Members for Debate & Discussion
- Refrain from Discussion and Vote (unless a tie occurs) on a Motion
- Remain Fair and Impartial
The Agenda

• Normal Order of Business
• Determined by the Chair
• 2/3 vote to alter
• Can specify time frames
• Includes time for minutes, standing committee reports, special committee reports, special orders, old business, new business, announcements and adjournment.
Quorum

- Half + 1 (Simple Majority)
- Needed for all Official Business
- Meeting can begin without a Quorum present, but no motions or votes may be taken, except to adjourn
- Chairperson responsible for recognizing Quorum or absence of Quorum
- Current Quorum need for Council is ? Members
The Question

- A motion is a Question to the body
- A body may only consider one “primary” question at a time
- Usually require a second
  - Minutes
  - Committee Reports
  - Raise a Question of Privilege
  - Withdraw a Motion
The Question, continued

• No other business can be considered until the Primary Motion has been disposed of (pass, defeat, refer, withdrawn, etc.)

• However, other motions can be made that affect the content, debate, or direction of a Primary Motion.
Moving a Question

I move to...

I second the motion to....

The Question

I move to....
Moving a Question, cont.

PRIMARY QUESTION

OUT OF ORDER

Other Topic

The Question
Amendments

PRIMARY QUESTION
Amending the Amendment
Motion to Amend the Amendment

- No more amendments may be offered to the amendment.

- A second is needed.

- Members should only discuss amendment to the amendment. Discussion on the amendment and the original motion will follow a vote on the amendment to the amendment.

- The QUESTION being asked is whether the body agrees to CHANGE the AMENDMENT that was already offered.

- The vote on this QUESTION only deals with the amendment to the amendment and not whether to adopt the original amendment or motion.
ORIGINAL MOTION

MOTION TO AMEND

MOTION TO AMEND THE AMENDMENT

PRIMARY QUESTION
The Question

- Members have several options available to them regarding each question that is posed to them.
  - Vote on the Question
  - Table the Question
  - Postpone the Question
  - Object to Consideration of Question
  - Divide the Question
Discussion

• Robert’s Rules state that members should only speak to a question once.
• A question or suggestion doesn’t count as “speaking”.
• Not every motion is subject to discussion.
  – Call the Question
  – Table the Motion
  – Motion to Recess or Adjourn
  – Object to Consideration
  – Divide the Question
  – Suspend the Rules
Motions
What is a motion?

• A motion is a formal proposal by a member, in a meeting, that the assembly take certain action.
  • II. §3. p.26, 19-20
How do I make a motion?

• Submit a proposal via [online form](#)

• Motion becomes information item at next meeting

• Motion is an action item two weeks later

• Exceptions…
Always start at FS website
ETSU Faculty Senate Motion Submission

Please use the form below to submit a motion to Faculty Senate. Motions will be reviewed by the Faculty Senate Executive Committee and will be placed on the Faculty Senate agenda for a first reading and action at a meeting following the first reading. Please complete all sections of the Motion Submission form.

Hi, Ryan. When you submit this form, the owner will see your name and email address.

* Required

1. Motion

Enter your answer

2. Rationale for Motion

Enter your answer

3. Upload Document (if applicable) (Non-anonymous question)

Upload file

File number limit: 5  Single file size limit: 100MB  Allowed file types: Word, Excel, PPT, PDF, Image, Video, Audio

Submit
Motions with NO Debate

• Object to Consideration - Avoid the motion altogether. (2/3 vote)
• Call the Question - End debate on the motion under consideration. (2/3 vote)
• Lay the Motion on the Table – To postpone consideration of the question until another time. (Simple Majority)
Motions with NO Debate

• Suspend the Rules – FS Bylaws currently do not require \( \frac{3}{4} \) vote of Council to temporarily suspend Bylaws.

• Recess / Adjourn – Each motion is not up for debate – except that a Motion to Recess can be Amended.

• Call for Division – Questions the Chair’s interpretation of the Vote, requires votes to be counted.
Vote

• All members have a duty to vote.
• Members should only abstain for specific reasons.
• A member seeking to be excused from a vote must do so before a Roll Call vote is taken.
• A member can vote against their own motion, but cannot speak against their own motion.
Vote

• Most majorities are determined by the number of members present, so long as a quorum is present.
• Votes requiring a 2/3 majority would be based on number of members present under a quorum.
• Council Bylaws can only be suspended by ¾ majority of all Council members, present or not (Total # of Senate Votes)?
Vote

• A tie vote will defeat a motion.

• Chair has options under a tie:
  – Refrain from voting, allowing motion to be defeated.
  – Chair can vote nay to force a tie and defeat a motion.
  – Chair can vote aye, allowing motion to succeed.
Basics of debate

- Gaining the floor…
- One at a time…
- Interrupting…
- Amending…
- Postponing…
- Ending Debate…
For those on Zoom

• Obtaining the floor
  – Raise hand feature in Zoom
    • Found in participants tab

• Point of Privilege
  – Normally to point out something impeding participation
  – Can interrupt speaker
  – Can use chat
Questions?
Robert’s Rules of Order – The Essentials
Patrick J. P. Brown

How business is conducted
- The ETSU Faculty Senate’s meetings are conducted according to Robert’s Rules of Order Newly Revised, 11th edition.
- Everyone has a right to participate in a discussion and no one may speak a second time until everyone who wishes has the opportunity to speak.
- No one may speak unless they request the floor from the President and the request is granted.
- Stand in your place and speak loudly – wait for the microphone if one is being used.

What’s a motion?
- A motion is the current proposed action of the Senate and is the current topic of discussion.
- Only a single main motion (motion for a specific action) may be considered at a time.
- Other, subordinate motions, may be offered only in reference to the main motion currently under consideration.
- Debate on a motion can only end when no member wishes to comment further or by 2/3 vote of the Senate.

How do I make a motion for action of the Senate?
- According to Senate bylaws a motion for action of the Senate must be submitted via an online form (etsu.edu/senate) for reading at the next business meeting as an information item.
- At the following meeting the motion will then be brought to the floor by the member making it or their designee.
- If a matter is urgent and requires immediate consideration or does not likely require consultation with constituents, a member may request that the rules be suspended for immediate consideration. Suspension of the rules requires a 2/3 majority of those present.

How is the motion debated?
- After the motion is made by the senator who brought it to the floor, the President will open the floor for debate.
- Senators can move to make minor changes to the motion using the format “I move to amend the motion by adding/deleting the following…”
- A senator can move to substitute a modified version of the motion under consideration using the following format “I move to substitute the current motion with…”
- If a senator feels that debate has gone on too long or is overly repetitive they can move to end debate using one of the following: “I move to end debate” or “I move to call the question”. This requires a 2/3 majority of the members present to pass.
- If a senator wishes to postpone the motion under consideration until a specific time in the future they may move to postpone definitely using the format “I move to postpone until…”
- If a senator wishes to postpone debate in order to consider another matter they feel is more urgent or important they may move to table the motion using the format “I move to table the motion under consideration”. Putting a motion on the table requires an immediate vote (if the motion to table is seconded) and a simple majority of those present.