

# THE CHRONICLE

*archives*

## 1984-85 Academic Year

October 5th  
#28 of 1984

Published by the Office of the Vice President  
for Academic Affairs

### Monday

October 8

3:20 pm - Curriculum Committee - N203

Volleyball at Norfolk St. with Maryland-Eastern Shore, 6 pm  
Women's Tennis at W&M (JV), 3:30 pm

### Tuesday

October 9

2:30 Chairmen's Meeting - School of SS&PS - R109A

### Wednesday

October 10

Soccer hosts Hampden-Sydney, 3 pm  
Women's Tennis hosts ODU - 3 pm

Faculty Evaluation Workshop - 12:00-12:45 - W220

FAC - 3:00 pm - Faculty Lounge

### Thursday

October 11

Golf at Va. Wesleyan with Randolph-Macon

### Friday

October 12

FACULTY MEETING - A105 - 3:00 pm

Tennis at Va. Wesleyan Tourn.

### Saturday

October 13

Soccer at N.C. Wesleyan, 2 pm  
Volleyball at Catonsville Comm  
Coll. Tourn.

Cross Country at State Meet at  
Hampden-Sydney

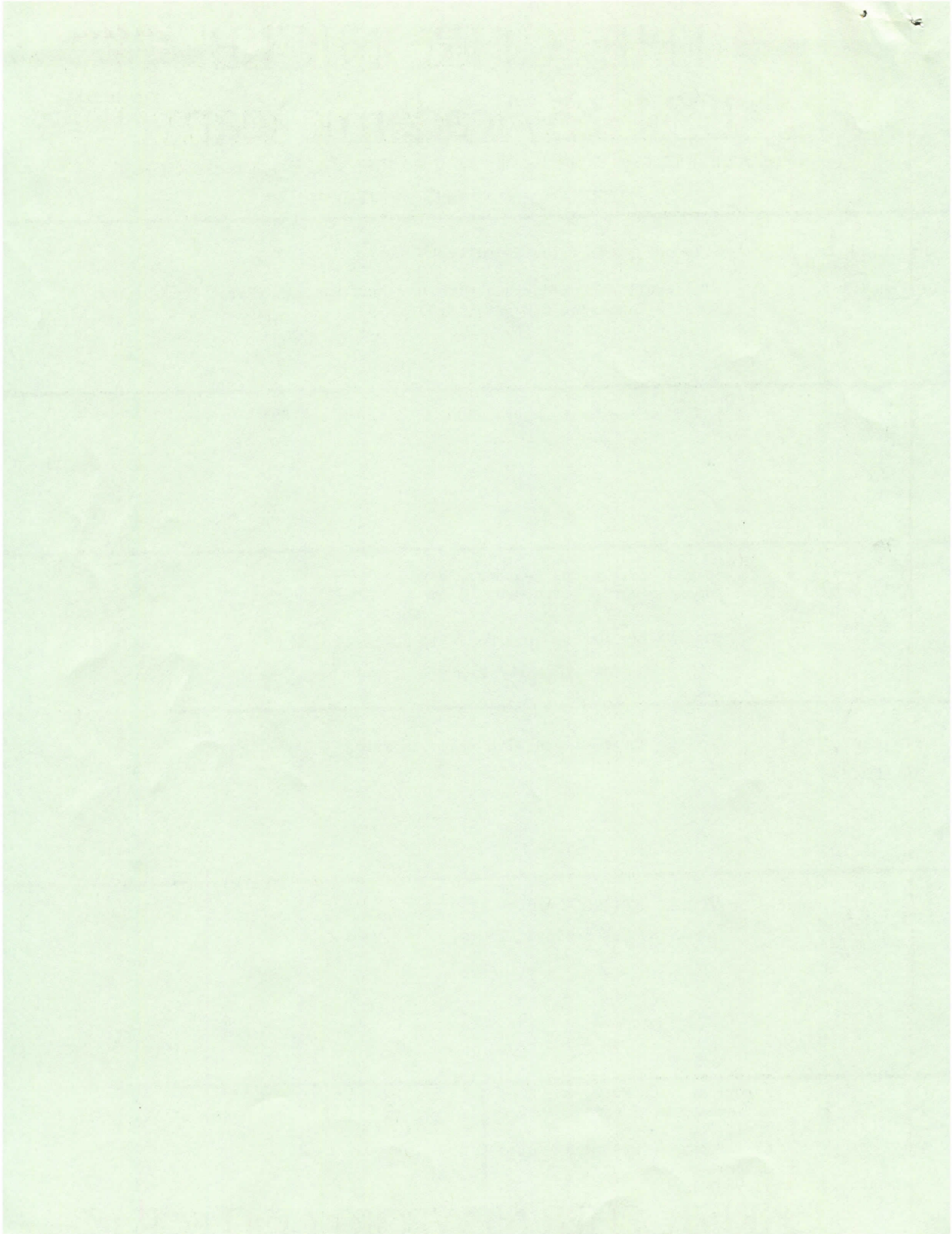
Tennis at Va. Wesleyan Tourn.

### Sunday

October 14

Tennis at Va. Wesleyan  
Tourn.

# CHRISTOPHER NEWPORT COLLEGE





## OFFICIAL ANNOUNCEMENTS

### October Meeting of the Instructional Faculty

The Instructional Faculty will meet at 3:00 p.m., Friday, October 12, 1984, in A-105. The agenda for the meeting follows:

- I. Approval of the minutes of the meetings of 5/11/84 and 8/23/84 (pp. 3,4,5)
- II. Committee Reports
  - A. Academic Status Committee ..... Dr. Weiss
  - B. Admissions Committee ..... Mr. Butchko
  - C. Curriculum Committee ..... Dr. Sanderlin
  - D. Degrees Committee ..... Dr. Paul
  - E. Faculty Advisory Committee ..... Dr. Gordon
  - F. Nominations Committee ... Dr. Gailey
- III. Report of the SACS Institutional Self-Study Director ..... Ms. Royall
- IV. New Business
  - A. Election to fill a vacancy on the Faculty Grievance Committee created by the resignation from membership of Mr. Charles Edwards ..... Dr. Gailey
  - B. Consideration of Constitution and By-laws for the Faculty Senate of Virginia (pp.9-15) ..... Dr. Friedman
  - C. Consideration of recommendations from the Degrees Committee(pp.6&7) ..... Dr. Paul
- V. Announcements.
- VI. Adjournment.

Members of the Instructional Faculty are urged to bring this issue of the CNC Chronicle with them to the 10/12/84 meeting.

-- Vice President for Academic Affairs

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### Position Announcements

Assistant Men's Basketball Coach - A part-time position is available in the Department of Athletics, Christopher Newport College, for an Assistant Men's Basketball Coach. Résumé may be sent to Christopher Newport College, Department of Athletics, 50 Shoe Lane, Newport News, VA 23606. Deadline for receipt of résumé is 10/15/84. An EOE/AA Employer.

-- Office of Personnel

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### Non-Classified Position Vacancy

CLASS TITLE: Custodial Worker

SALARY: \$3.90 per hour; 40-hour work week

DEPARTMENT: Buildings & Grounds

POSITION NO.: H-1

APPLICATION DEADLINE: October 10, 1984

DATE OF VACANCY: October 16, 1984

APPLICATION INSTRUCTIONS: APPLICANTS WHO MEET THE MINIMUM QUALIFICATIONS DESCRIBED BELOW AND ARE INTERESTED IN THE POSITION SHOULD COMPLETE THE STATE OF VIRGINIA APPLICATION FOR EMPLOYMENT (FORM 10-012) AND SUBMIT IT TO MRS. BECKY MOORE, PERSONNEL OFFICE, ROOM 203, ADMINISTRATION BUILDING, NOT LATER THAN 4:00 P.M., OCTOBER 10, 1984.

DUTIES AND RESPONSIBILITIES: Cleans bathrooms, offices, meeting rooms, lounges, classrooms, including fixtures such as floors, light covers, windows, and blinds, lamps, vents, etc. Collects and removes trash from assigned area. Move furniture and equipment in and out of offices and rooms as required. Cleaning of hallways to include buffing, stripping, dust mopping. Assists in set up for registration, graduation and other special events. This may require working at night, weekends, and/or holidays.



JOB QUALIFICATIONS: Experience in custodial work preferred. Must have knowledge of cleaning methods and use of cleaning supplies and equipment. Must be able to follow oral and written instructions; ability to perform a variety of cleaning tasks. Must be physically able to move furniture and equipment. Ability to communicate verbally and to maintain positive relations with faculty, staff, and students.

AREA OF CONSIDERATION: Open to the public.

NOTE: This position does not entitle incumbent to State of Virginia benefits.

AN EQUAL OPPORTUNITY EMPLOYER.

-- Office of Personnel

### NEWS & GENERAL INFORMATION

#### Dean's Colloquia Presentation

Jay Paul will give a reading of his poetry and prose on Wednesday, October 17, at noon in the Administration Building auditorium. Please demonstrate your support by attending this first presentation in the 1984-85 Dean William Parks Memorial Colloquia Series and encourage your students to do the same.

To make your reservation for the luncheon in Jay's honor which will follow the noon program, please forward \$5 to me by Monday, October 15, at the latest.

-- Jim Morris, History Department  
Dean's Colloquia Committee

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#### Computerized Literature Searches for Faculty

To acquaint all our faculty with the advantages of computerized literature searching, Captain John Smith Library is offering free DIALOG searches for faculty at CNC during the month of October. We will provide this free service until the funds allocated for this project are expended.

If you are interested in DIALOG and would like more information about this special offer, please contact Hugh Treacy at extension 7132.

-- Wendell Barbour, Library Director  
Hugh Treacy, Online Services Librarian

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#### REMINDER

If you have already not done so, please fill out the form below for inclusion in the 1984-1985 Directory.

### INFORMATION FOR 1984-1985 FACULTY-STAFF DIRECTORY

- (1) \_\_\_\_\_ Y N (2) \_\_\_\_\_  
Name (Last) (First) (M.I.) Ph.D. (Spouse's name)
- (3) \_\_\_\_\_  
Rank or Title Dept. Room # Ext.#
- (4) \_\_\_\_\_  
Home Address Zip Home Phone
- (5) If you are new this year whom did you replace? \_\_\_\_\_



In order to keep the directory as consistent as possible, please fill in completely Items 1 & 3. Items 2 & 4 remain optional. Item 5 if it pertains to you. Please return to Public Relations Dept. as soon as possible. Thank you.

-- Emilie Smith, Public Relations

### FACULTY/STAFF/STUDENT NEWS

Burnam MacLeod attended The Penn State Conference on Rhetoric and Composition, July 10-13, 1984, at Pennsylvania State University, University Park, Pennsylvania.

### COMMITTEE INFORMATION & FACULTY BUSINESS

#### Minutes of the Regular May Meeting of the Christopher Newport College Faculty

The meeting was called to order at 3:04 pm on May 11, 1984 in A-105 by Dr. Summerville who presided.

- I. Approval of Minutes: The Minutes of the Regular April Meeting (4-13-84) as published on page 9 of the Chronicle of May 4, 1984 were approved.
- II. Approval of Minutes: The Minutes of the Special Meeting on April 25, 1984 as published in the May 4, 1984 Chronicle were approved.
- III. Committee Reports:
  - A. No report
  - B. No report
  - C. No report
  - D. Dr. Paul announced that the Degrees Committee is considering minimum requirements for graduation with honors.
  - E. No report
  - F. No report
  - G. No report.
- IV. Old Business:
  - A. On behalf of the Curriculum Committee, Dr. Morgan moved that the Faculty adopt the recommendation from that committee with regard to retention of the degree program in Chemistry at CNC. This recommendation is the first item in the Curriculum Committee's report on page 15 of the May 4 Chronicle. A paper ballot was requested. The results of this balloting were:

In Favor:	64
Opposed:	10
Abstentions:	1
- V. New Business:
  - A. The candidates for degrees to be awarded on May 20, 1984 were approved. (See Chronicle, 4-13-84, pp. 4-6).
  - B. The policy statement recommended by the Admissions Committee (Chronicle, 5-4-84, p. 5) for inclusion in the next CNC Catalogue was approved.
  - C. The recommendation from the Curriculum Committee (Chronicle, 5-4-84, p. 5) pertaining to a maximum of 14 hours in Military Science for graduation was approved.
  - D. The Degrees Committee moved the acceptance of a third petition, as an amendment to their recommendation in the Chronicle, 5-4-84, p. 11.
    - #3 The student requests to be exempt from the physical education requirement.



Committee Action: Approved, based on hardship.

This motion to amend was passed and the main motion to approve the Degrees Committee's original recommendation, as amended, was then passed.

E. This item was withdrawn.

F. The Academic Status Committee moved that the following statement be added to the policy statement on "Auditing a Course" currently in the 1984-85 CNC Catalogue:

If a student registered on an auditing basis fails to comply with the attendance regulations specified by the instructor, the instructor may change the final notation for the course from "Audit" to "Withdrawal," with the latter entered on the permanent record.

This motion was passed by a unanimous voice vote.

VI. Dr. Summerville announced that Graduation with Honors is now being implemented. He also noted that salary figures have been determined for next year's contracts and they will be made available to the Faculty by Wednesday, May 16, 1984.

VII. This meeting was adjourned at 3:30 pm.

Respectfully submitted,

*Chris Scheiderer*

Chris Scheiderer

Secretary of the Faculty

\* \* \* \* \*

Minutes of the August  
Meeting of the Christopher  
Newport College Faculty

This meeting was called to order at 10:05 am on August 23, 1984 in A-105. Dr. Summerville presided.

After the introduction of new faculty members and some general announcements, the Rector of the Board of Visitors, Stephen Halliday, delivered the annual Board's charge to the faculty. The Rector also read a message from President Anderson who was unable to be present. This presentation was followed by Dr. Summerville's remarks on the upcoming semester and the general outlook for 1984-85.

The only official business conducted at this meeting were elections for vacancies on several committees and for Vice Chairman of the Faculty. The newly elected members are:

- (1) Prof. Robert Edwards - Faculty Advisory
- (2) Prof. Robert Vawter - Academic Status
- (3) Prof. Robert Cummings - Admissions
- (4) Prof. Robert Herrmann - Admissions
- (5) Prof. Linda Hornback - Faculty Hearing
- (6) Prof. Carl Colonna - Faculty Grievance (1984-85)
- (7) Prof. Susan Casey - Faculty Grievance (1984-86)
- (8) Prof. Lawrence Sacks - Faculty Grievance (1984-85)
- (9) Prof. John Avioli - Faculty Grievance (1984-86)
- (10) Prof. Ruth Kernodle - Faculty Grievance
- (11) Prof. Samuel Bauer - Faculty Grievance
- (12) Prof. Charles Edwards - Faculty Grievance
- (13) Prof. Buck Miller - Nominations
- (14) Prof. Jean Pugh - Vice Chairman of the Faculty.



This meeting was adjourned at 11:15 am.

Respectfully submitted,  
*Chris Scheiderer*  
 Chris Scheiderer

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Minutes of the Faculty Advisory Committee

Attending: Doane, Gordon, Friedman, Avery, Colonna, Edwards

The meeting began September 26, at 3:05 p.m., chaired by Dr. Gordon.

The committee members considered the procedures for responding to Board Resolutions 11 and 12 on Rank and Tenure. After discussions of appropriate responses and their rationales, members agreed to condense their various written views into one proposal to be submitted by memorandum to the Faculty for comments.

The meeting adjourned at 4:05.

-- Douglas Gordon, Chair FAC for Secretary  
 Lopater

The FAC will meet on Wednesday, October 10 at 3:00 pm in Faculty Lounge.

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Approved Minutes - Curriculum Committee Meeting - September 17, 1984

Attending: Powell, Durel, Sanderlin (Chair), Roudabush, Davison, Hunter, Mathews, Olson, King, Royall, Woods, Park

1. The minutes of the 9/10/84 meeting were approved as offered. They will now be forwarded for publication in the Community Chronicle.
2. The secretary raised the issue of unfinished business from last year, citing the MIS revision proposal outstanding from the Computer Science Dept. Dean Powell agreed to contact that Department for an update on the status of their revision plans.
3. The Chair passed out a summary of curriculum committee discussions of the Task Force Proposal and discussion of that subject began:
  - A. Student committee members talked about how best to obtain student views on the proposal. After some discussion this was left to the students discretion with emphasis on the idea of the students acting as representatives of a constituency group (the student body) and receiving their input, probably informally due to time constraints.
  - B. General discussion of the needs for and scope of the Proposal ranged from ideal/real to "world view" needs to source of need for change.
  - C. The committee, without vote, reached the conclusion that writing is important and that an earlier proposal discussed by the faculty to require a writing exam of all students (home-grown and transfer) might indeed be the basis for formal agreement. The committee will look at that proposal vis a vis the Verbal section of the Task Force Proposal and bring the issue to a vote.

Meeting adjourned at 4:42 pm.

Respectfully submitted,

Cheryl Mathews, Secretary, Curriculum Committee

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Approved Minutes - Curriculum Committee Minutes - September 24, 1984

Present: Sanderlin (Chair), Powell, Olson, Mathews, Durel, Hunter, Royall, Roudabush, Woods, Barbour NV)

1. Approval of the minutes of September 17th was postponed for clarification of item 3C.



2. Task Force discussion and voting centered on the Verbal Skills section (pp 8-9) of the proposal.
  - A. On a motion by Olson (second Royall) the committee voted 8 to 1 that:  
"A student must complete English 101 and 102 or English 103 and 104 or their equivalents by transfer or CLEP examination."
  - B. On a motion by Mathews (second Hunter) the committee voted unanimously that: "Placement in English 101 or 103 is determined by a satisfactory score on a REQUIRED English placement test or successful completion of English 100."
  - C. A motion by Olson to delete item 3 on page 9 of the proposal died without a second.
  - D. The committee worked together to complete a motion regarding the issue of verbal proficiency grades/exams (motion Mathews, second Durel). As it is currently being developed it reads,  
"All students must show verbal skills proficiency to be admitted to candidacy for graduation. Students should achieve and demonstrate such proficiency as early as possible in their courses of study. Verbal skill proficiency shall be demonstrated by the 84th semester credit in one of the following ways:
    - 1) A grade of C or better in English 102 or 104 at CNC.
    - 2) A grade of C or better on a Verbal Skills Proficiency Exam (predicated on expectations for an English 102 student) to be taken at the student's initiative."
    - 3) in process of debate ... carried over to next meeting.

Meeting adjourned at 4:55 pm.

Respectfully submitted,

Cheryl M. Mathews, Secretary  
Curriculum Committee

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The FAC reminds Faculty that the deadline for Faculty Development Grant Proposals is October 22. Please note:  
APPLICATIONS SHOULD BE FORWARDED DIRECTLY TO THE SCHOOL DEAN BY DEPARTMENT CHAIRMAN. FOR DETAILED INFORMATION, SEE P. VII-19 IN THE HANDBOOK. DO NOT SEND APPLICATIONS DIRECTLY TO THE FAC.

Douglas Gordon, Chairman, FAC

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#### Committee on Degrees - Report 8/23/84

The Committee on Degrees met with the following members present - Jay Paul (Chairman), Harvey Williams, Marshall Booker, Glen Weber, and Linda Hornback.

The below cases were considered and recommended for approval.

Case 1 - Student petitioned to be allowed to be exempted from activities physical education because of the amount of physical fitness and variety of same that is required by his job.

Recommend - approval based upon recommendation of the LSPE department's review of documentation.

Case 2 - Student petitioned to be allowed not to present activities physical education for the degree for medical reasons.

Recommend - approval under faculty guidelines for alternative courses - (1) one semester of a non-activities physical education course or, (2) a two semester sequence in studio art, music or voice. Medical statement on file.

Case 3 - Student petitioned to be allowed to present a non-activities physical education course to satisfy that distribution requirement.

Recommend - approval based on LSPE department's review of documentation.

Case 4 - Student petitioned to present 9 hours of humanities courses taken in transfer and at CNC to satisfy that distribution requirement here.

Recommend - approval based upon departmental review and that a feasible alternative is not available to the student.

In other business the committee was asked by the VPAA to do a study on college honors.



# Committee on Degrees - Report 10/1/84

The following petitions were considered and recommended for approval.

- se 1 - Student petitioned to be allowed to present 6 hours of CLEP (in major) in the last 30 hours to satisfy the requirements for graduation in May 1985.  
Recommend - approval since all courses in the major have been at CNC and the courses in question have been approved by the department for CLEP credit here.
- se 2 - Student petitioned to be exempted from activities physical education for medical reasons.  
Recommend - approval based upon the LSPE department's review of documentation and the fact the student also has an acceptable non-activities physical education course and one/activities course on the record.
- se 3 - Student petitioned to be allowed not to present the 2nd Natural Science sequence for the computer science degree because of the omission of the requirement in brochures and the catalog under which the student entered.  
Recommend - approval based upon previous statements issued by the dean of that school concerning that specific requirement.

Submitted by Jay S. Paul, Chairman

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## Annual Activities Report Workshop

workshop will be held for all faculty members who wish guidance/assistance in preparing their 1984-85 Annual Activities Report and Dossier. The workshop will be led by members of the Faculty Review Committee. Reserve Wednesday, October 10th., from 1200 hours to 1245 hours for this opportunity. The workshop will be in room W-220.

-- Bob Coker, FRC Chairman

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: The Faculty

COM: Jay Paul, Mario Mazzarella, Tim Morgan (Ad Hoc Committee to Review College Honors)

member of the Academic Affairs Committee of the Board of Visitors remarked to the VPAA following the May 1984 Commencement that the number of graduates receiving honors--Cum Laude, Magna Cum Laude, and Summa Cum Laude--seemed high. In August the Vice President established an ad hoc committee, comprising Dr. Mazzarella (Chair, Academic Status Committee), Tim Morgan (Chair, Curriculum Committee) and Dr. Paul (Chair, Degrees Committee), to review the matter. Subsequently, the ad hoc committee surveyed state-supported colleges to learn the proportions of graduates receiving honors.

At this time, with the survey still incomplete, the ad hoc committee wishes to apprise the faculty that the study is underway and to summarize the data that have been gathered.

	May 1983		January 1984	May 1984
Cum Laude	33		17	26
Magna Cum Laude	20		11	27
Summa Cum Laude	6		9	9
Total graduates	235		155	253
George Mason	1981	1982	1983	1984
with distinction"	100	112	112	140
with recognition"	13	25	7	13
Total graduates	1372	1317	1378	1423



<u>VCU</u>	1981-1982	1982-1983	1983-1984
Cum Laude	172	227	217
Magna Cum Laude	103	150	104
Summa Cum Laude	11	16	20
Total graduates	3038	3122	3129

<u>Longwood</u>	1980	1981	1982	1983	1984
Cum Laude	21	35	43	30	71
Magna Cum Laude	21	18	18	18	17
Summa Cum Laude	21	7	19	14	15
Total graduates	418	430	478	480	462

<u>Mary Washington</u>	1980	1981	1982	1983	1984
*Cum Laude	36	34	36	35	51
+Magna Cum Laude	25	23	22	31	38
@Summa Cum Laude	16	16	10	13	13
Final Honors	29	25	32	20	26
Total graduates	413	421	408	424	504

\*In 1980-1982, the term "Distinction" was used.

+In 1980-1982, the term "High Distinction" was used.

@In 1980-1982, the term "Highest Distinction" was used.

<u>UVA</u>	Jan 82	May 82	Jan 83	May 83	Jan 84	May 84
Distinction	16	292	12	286	13	327
High Distinction	9	127	8	154	5	135
Highest Distinction	4	61	7	66	4	40
¢Honors	1	37		23		27
¢High Honors		18		23	2	9
¢Highest Honors		5		2		3
Total graduates	339	3667	363	3784	312	3724

¢Different schools in the University have different names for honors.

The ad hoc committee welcomes any reactions to this information, as well as opinions and suggestions related to the question of the proportion of students graduated with CNC with honors.

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#### Report of the Faculty Liaison to the Student Affairs Committee of the Board of Visitors

This report of the Vice President of Student Affairs to the Committee revealed that enrollment head-count wise is down 3% and that FTE enrollment for the Fall 1984 is down 1.2%. It was also noted that the area High School graduating seniors total population was down 19% over last year. This information was reported void of any analysis due to time constraints of the September Board meeting.

This year the College is also initiating another Freshmen Transition Program which will encompass approximately 22 students. It was reported that last year's Freshman Transition Program was so successful that expectations for this year are very favorable. Freshman orientation and parent orientation during the summer months was well attended. There were approximately 300 freshman participants and 115 parents. The success of these programs is due to the commitment made by John McCaughey, Director of Student Life; Rich Butchko, Sociology Department; Chris Arnold, Assistant Director of Campus Center; and Sherrie Lascola, Student Association President.

The Student Director of the Intramural Program reported that this years intramural program is under way and promises to be very successful. In addition, the Director of Counseling



and Career Services reported to the Committee that there are two additional positions in that office, and that every effort is being made to aggressively place C.N.C. students in jobs within the business community.

-- C. M. Colonna

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### Faculty Senate of Virginia

The Faculty Senate of Virginia is under way and there is an item I need to bring to your attention.

The Constitution for the Faculty Senate of Virginia was amended at the Spring Meeting under the guidance of Constitution and Bylaws Committee Chair, Ben Wright of Central Virginia Community College. It is now ready for a ratification vote by the representative faculty body or the faculty of the institution. Attached is a copy of the amended Constitution showing deletions in brackets and additions and changes with underlines. We need to vote on ratification of the Constitution at our Faculty Meeting on October 12th.

If you have any questions re the Constitution, call Lora Friedman at 7070.

-- Lora Friedman

## CONSTITUTION FOR

### THE FACULTY SENATE OF VIRGINIA

(Proposed changes underlined; old features in brackets.)

#### Article I: Name and Purpose

##### Section 1: Name

The name of this organization shall be the Faculty Senate of Virginia.

##### Section 2: Purpose

The purpose of the Faculty Senate of Virginia as a representative voice for private and public college and university faculties in the Commonwealth shall be:

1) To provide a forum for the exchange of ideas, to encourage and facilitate the enrichment of the academic environment and the enhancement of scholarship and research; and the strengthening of education and learning in the Commonwealth;

2) To act in an advisory and resource capacity in matters of higher education; and

3) To participate in the formulation of policies on academic, educational, administrative and professional concerns affecting its constituent faculties.

## ARTICLE II: MEMBERSHIP

##### Section 1: Representation

The faculty of any accredited Virginia college or university under one administrative head shall be entitled to representation on the Faculty Senate of Virginia. Each faculty shall determine its own methods of election, qualifications for voting, and qualifications for senate representatives.

##### Section 2: Membership



The number of senate representatives shall be based on the number of full time faculty in each college or university as specified in the By-laws.

### Section 3: Terms of Office

Senators shall be elected for a term of three years, except as otherwise provided. Approximately one-third of the Senators shall be elected each year. Senators shall serve until their successors take office.

### Section 4: Re-election

Senators shall be eligible for re-election. [but may not serve more than two consecutive terms.]

### Section 5: Vacancies and Alternates

In the event that a senator is unable to perform his duties for as long as one semester, his college or university faculty shall replace him in the same manner as other senators from that institution were initially elected or in such other manner as may be determined by the faculty.

When a senator is unable to attend a meeting, he may be represented by a substitute who shall have the right to vote.

## ARTICLE III: OFFICERS

### Section 1. Title and Duties

The officers of the Senate shall be President, Vice-President, Secretary and Treasurer. A Parliamentarian shall be appointed by the President.

President: The President shall preside at all regular and special meetings of the Senate; shall name the chairman of all standing committees except the Committee on Academic Freedom and Tenure and be an ex officio member of all committees; and shall be the official spokesman of the Senate. A senator from the President's institution shall represent that institution during the President's term of office.

Vice-President: The Vice-President shall act in the absence of the President; chair the Committee on Academic Freedom and Tenure; perform special duties assigned by the President; and continue to serve as a senator.

Secretary: The Secretary shall keep the minutes of regular and special meetings; handle all correspondence and be responsible for the records of the organization; mail agenda and minutes to the Senate membership as provided in the By-Laws; and shall continue to serve as a senator.

Treasurer: The Treasurer shall be responsible for such financial duties as the Senate shall designate; and shall continue to serve as a senator.

### Section 2: Elections

Nominations shall be made by [the Committee on Committees] an ad hoc Nominating Committee; additional nominations may be made from the floor. Officers shall be elected by secret ballot and determined by a majority vote of those present; they shall be elected at a spring meeting and shall assume office on June 1.

### Section 3: Term of Office and Vacancies

An officer shall be elected for a term of one year and shall be eligible for



re-election but may not serve more than two years consecutively in one office. Vacancies in unexpired terms are filled in the same manner as full terms.

#### ARTICLE IV: COMMITTEES

Section 1: Executive Committee [The change here is to separate this Committee from the Standing Committees]

##### A. Composition

The members of the Executive Committee shall be the President, who shall serve as Chairman, the Vice-President, the Secretary, the Treasurer, the immediate past President (non-voting), and, if possible, one Senator from each of the four membership units (four-year state, four-year private, two-year state, and two-year private). The Executive Committee shall include at least one Senator from among the four largest member institutions. The four [six] Senators shall be elected by the Senate at a spring meeting, take office on June 1, and serve for one year. They may be re-elected but may not serve more than two years consecutively. [The old Constitution provided for two; experience shows that this is now unnecessary since this is accomplished in the normal course of elections, i.e., large institutions are normally represented.]

##### B. Functions and Duties

The functions and duties of the Executive Committee shall be:

- a. To act on behalf of the Senate between meetings and report regularly to the Senate on the disposition of matters submitted to it.
- b. To recommend means for financing the organization.
- c. To set the time and place and prepare the agenda for meetings of the Senate.
- d. To discharge such duties as requested by the Senate.

Section 2: Standing Committees [The change here was to omit the Committee on Committees and shift the Executive Committee to a new Section; see above.]

Standing committees of the Senate shall include the Credentials and Elections Committee, the Committee on Faculty Benefits, the committee on Academic Freedom and Tenure, the Committee on Legislative Matters, and the Committee on Research and Resources. Standing committees report to the Senate. Additional standing committees may be established by the Senate. Standing Committees of the Senate shall be appointed by the President, who will provide for appropriate representation from all membership units.

##### A. Credentials and Elections Committee

###### 1. Composition

The membership of the Credentials and Elections Committees shall be designated in the By-laws.

###### 2. Functions and Duties

The functions and duties of the Credentials and Elections Committee shall be:



- each institution.
- a. To calculate annually the number of senators allotted to
  - b. To inform each institution of the number of senators to be
  - c. To validate the credentials of elected senators.
  - d. To present an annual report to the senate at the spring
- meeting.

B. Committee on Faculty Benefits

1. Composition

The membership of the Committee on Faculty Benefits is designated in the Bylaws.

2. Functions and Duties

The functions and duties of the Committee on Faculty Benefits shall be:

- a. To make a continuous study of faculty benefits and make appropriate recommendations to the Senate.
  - b. To present an annual report to the Senate at the spring
- meeting.

C. Committee on Academic Freedom and Tenure

1. Composition

The membership of the Committee on Academic Freedom and Tenure shall be designated in the Bylaws.

2. Functions and Duties

The functions and duties of the Committee on Academic Freedom and Tenure shall be:

- a. To act in an advisory and consultative capacity to faculties and administrations on matters pertaining to academic freedom and tenure.
  - b. To promote public understanding of the fundamental concepts embodied in academic freedom and tenure.
  - c. To present an annual report to the Senate at the spring
- meeting.

D. Committee on Legislative Matters

1. Composition

The membership of the Committee on Legislative Matters shall be designated in the Bylaws.

2. Functions and Duties

The functions and duties of the Committee on Legislative Matters shall be:



a. To encourage the involvement of all interested individuals and groups in an effort to improve higher education in the programs and services they provide.

b. To participate in the development, implementation, and enhancement of a Faculty Senate of Virginia Legislative Plan and support Faculty Senate of Virginia legislative requests before the General Assembly and at all other appropriate levels of government.

c. To serve as an avenue of communication between the individual colleges and faculties and the General Assembly.

d. To present an annual report to the Senate at its spring meeting.

#### E. Committee on Research and Resources

##### 1. Composition

The membership of the Committee on Research and Resources shall be designated in the Bylaws.

##### 2. Functions and Duties

The functions and duties of the Committee on Research and Resources shall be:

a. To consider the educational needs and resources in Virginia and to make recommendations for improvement and better utilization.

b. To provide for the exchange of educational information.

c. To present an annual report to the Senate at the Spring meeting.

#### F. Ad hoc Committees

Ad hoc committees of the Senate may be [established] named by the Senate, the Executive Committee, or the President.

### ARTICLE V: MEETINGS

#### Section 1: Regular

The Senate shall meet at least twice each year at such times and places as may be designated by the Executive Committee. Additional meetings shall be called by the President upon recommendation of the Executive Committee or upon approval of the majority of the Senate.

#### Section 2: Special

Special meetings shall be called by the President upon recommendation of the Executive Committee or upon receipt of the signed petition of [20] twelve senators.

#### Section 3: Agenda for Senate Meetings

The President and/or the Executive Committee shall prepare the agenda for regular and special meetings and notify the senators of the date and proposed agenda according to the Bylaws.

#### Section 4: Senate Minutes



Minutes of Senate meetings shall be distributed to the senators according to the Bylaws.

Section 5: Quorum

A majority of the members of the Senate shall constitute a quorum.

Section 6: Parliamentary Proceedings

Meetings shall be conducted according to the latest edition of Robert's Rules of Order.

ARTICLE VI: BYLAWS

The Senate may adopt, amend, or repeal Bylaws consistent with this Constitution.

ARTICLE VII: AMENDMENT

Section 1: Proposal

A proposal to amend the Constitution of the Senate shall be sent to the Executive Committee at least four weeks prior to a regular meeting. A copy of the proposed amendment shall be distributed with the agenda. A majority vote of the senators present shall be required for approval before submittal to the member institutions.

Section 2: Ratification

A proposed amendment to the Constitution approved by the Senate shall be submitted to the representative faculty body or the faculty of member institutions. Ratification shall require an affirmative vote of a [two-thirds] majority of the member institutions [Ratification shall require an affirmative vote of two-thirds of the member institutions within one year.] within five months of submission to all institutions through their Senators or in their absence the chief academic officer of the member institution.

BYLAWS FOR

THE FACULTY SENATE OF VIRGINIA

1. REPRESENTATION

The number of Senate representatives shall be based on the number of full time faculty in each college or university as follows:

Under 250 faculty	-	1 representative
251-500 faculty	-	2 representatives
501-1000 faculty	-	3 representatives
over 1000 faculty	-	4 representatives

2. ROTATION

In order to achieve rotation of terms of senators, the Senate shall determine initial terms of office for representatives from the various colleges and universities.

3. COMMITTEES

The composition of [four] five of the standing committees of the Senate shall be as follows:



### Credentials and Elections Committee

The Committee on Credentials and Elections shall consist of [eight members, two] at least one senator from each of the four membership units, if possible. The senators shall be appointed by the [Senate] President at a spring meeting, take office on June 1, and serve until their Senate terms expire. The committee shall elect its [chairman and] secretary.

### Committee on Faculty Benefits

The Committee on Faculty Benefits shall consist of [eight] at least one senator [, two] from each of the four membership units [, if possible]. The senators shall be [elected] appointed by the [Senate] President at a spring meeting, take office on June 1, and serve until their Senate terms expire. The committee shall elect its secretary.

### Committee on Academic Freedom and Tenure

The Committee on Academic Freedom and Tenure shall consist of the Vice-President of the Senate, who shall serve as chairman and [eight] at least one [two] senator[s] from each of the four membership units. The senators shall be [elected] appointed by the President at a spring meeting, take office on June 1, and serve until their terms expire. The committee shall elect its secretary.

### Committee on Legislative Matters

The committee shall consist of at least one senator from each of the four membership units, if possible. The Senators shall be appointed by the President at the spring meeting, take office on June 1, and serve until their Senate terms expire. The committee shall elect its secretary.

### Committee on Research and Resources

The Committee on Research and Resources shall consist of [eight] at least one [two] senator[s] from each of the four membership units, if possible. The senators shall be [elected] appointed by the [Senate] President at a spring meeting, take office on June 1, and serve until their Senate terms expire. The committee shall elect its [chairman and] secretary.

## 4. AGENDA AND MINUTES

The agenda for regular and special meetings shall be distributed to the senators at least two weeks before meetings. Minutes of Senate meetings, as well as of its Executive Committee, shall be distributed to the senators within three weeks after meetings.

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