NEW SENATOR ORIENTATION: 2021-22

Welcome!
WHO WE ARE (HI!):

Colleen Brady, Vice Chair
bradyc@purdue.edu

Nush Powell, Secretary of Faculties
mnpowell@purdue.edu

Stephanie Dykhuizen, Executive Assistant to the Senate
sdykhuizen@purdue.edu
The Plan

Based on your survey responses, here’s what we’ll cover today:

1. Very short history of shared governance at Purdue

2. Where to get information about the Senate

3. What is a Senator’s actual job?

4. How the Senate Works
   • How (and when) things get done
   • Basic parliamentary know-how
   • Quick scripting exercise

5. Other questions?
Brief Background

The Senate was established by Executive Council Document 63-3, ratified by mail ballot, and approved by the Board of Trustees. It convened for the first time on Monday, 16 November 1964 at 2:30pm.

Yes, we’ve been meeting on Mondays at 2:30 for almost 60 years.
TO: University Senate
FROM: Faculty Affairs Committee
RE: Orientation of New Members of the Senate

It is recommended that the following procedure be adopted.

The Purdue University Senate asks all newly elected members of the Senate to meet as soon as possible, after election, with the parliamentarian as Chairman. The parliamentarian will orient the members to the content of the University Code and By-laws of the Senate, its Committee responsibilities and the general conduct and procedures of the Senate.
The Senate was created as a result of the Committee on Reorganization, which was appointed by the Board of Trustees. It replaced an Executive Council.
The first remarks to the Senate were made by President Hovde.

<table>
<thead>
<tr>
<th>Then (1964)</th>
<th>Now (2021)</th>
</tr>
</thead>
<tbody>
<tr>
<td>86 Senators and 8 Advisers; no students</td>
<td>102 Senators and 16 Advisors; 2 student Senators</td>
</tr>
<tr>
<td>No Senate chair or vice chair</td>
<td>Chair created in 1969</td>
</tr>
<tr>
<td>Vice President for Academic Affairs Paul Chenea presided</td>
<td>Vice chair created in 1990 (but not directly elected until 2004)</td>
</tr>
<tr>
<td>A committee was tasked with creating bylaws</td>
<td>A committee has been tasked with revising the bylaws</td>
</tr>
<tr>
<td>People complained about quorum problems</td>
<td>Virtual meetings have—so far—decreased absenteeism from 30 to under 10%</td>
</tr>
</tbody>
</table>
Where Do I Find Information?
The website is getting to be pretty great, actually; check it out:

Welcome to the University Senate

The Purdue University Senate is the governing body of the Purdue faculty. Purdue University Senate exercises the legislative and policy-making powers assigned to the faculty. Subject only to review and check by the faculty by established procedures. Subject to the authority of the Board of Trustees, and in consultation with the president: has the power and responsibility to propose or to adopt policies, regulations, and procedures intended to achieve the educational objectives of Purdue University and the general welfare of those involved in these educational processes.

The Purdue University Senate acknowledges the traditional homelands of the Indigenous People which Purdue University is built upon. We honor and appreciate the Bodéwadmik (Potawatomi), Lenape (Delaware), Myaamia (Miami), and Shawnee People who are the original Indigenous caretakers.

Have a question or a message for the University Senate Chair?
Highlights include:

- Updated Bylaws
- Committee charges and members
- Faculty committee information
- Member list now includes committee assignments (by popular request)
- Access to Senate electronic archives
- New information on the University Code (by popular request)
AND ALSO

The Secretary of Faculties Office

Manushag N. Powell
Secretary of Faculties
Professor of English
secoffac@purdue.edu
Bio

Stephanie Dykhuizen
Executive Assistant to the Secretary of Faculties
University Senate Sergeant-at-Arms
sdykhuizen@purdue.edu
(765) 494-6398
What is my job here?
What am I supposed to be doing?

- Come to the Senate meetings, and please come prepared
  - Read the materials, and, to the extent possible, know what your constituents think of them so that you may represent their views
  - Be ready to vote
  - Always keep your units informed of what the Senate is up to; we circulate the newsletter within a few days of each meeting to help with this

- Serve on a Standing Committee: we need nearly full participation to populate the committees, which do a lot of hard, crucial work
  - If you have not been assigned to a committee, but want to be, please inform Nush or Bob Nowack, Chair of the Nominations Committee.
  - Vacancies arise periodically across the year and we need a deep bench
Everything you need to keep track of what we’re up to:

- Remarks
- Minutes
- Newsletter
- Schedule
- Slides and presentations
- All Senate Documents
- ROI
- Status of Legislation Calendar
- Document Template
How Stuff Works
Reports and Documents (Bylaw 4.02)

Normally, matters come to the Senate as reports, or as numbered Documents (items for action)

- The work of Standing Committees is generally presented in the form of these numbered Documents (see the template on the webpage)
- Documents to be presented to the Senate must be submitted to the Steering Committee for agenda assignment (Steering meets 2 weeks before the Senate does)
- Documents are first submitted “for discussion,” and final action usually waits until the next meeting that includes the Document on its agenda
- The Senate may also request reports on pressing issues; this is normally handled through the Steering Committee
Okay, but how do I figure out how to do a particular thing?

There are several main resources:

- The Bylaws
  - On the website; searchable / printable version available there as well

- The American Institute of Parliamentarians Standard Code
  - We will send you a copy! Just ask!

- Ask the Secretary of Faculties

- Consult with the Steering Committee (Libby Richards, Chair)
What happens at a typical meeting?

Here’s the basic structure:

- Call to Order
- Acceptance of the Agenda
- Remarks of the Chair
- Remarks of the President
- Question Time
- Memorial Resolutions
- Résumé of Items Under Consideration (ROI)
- Senate Documents
- Guest Reports
- New Business
- Adjournment
What should I know about remote Senate meetings?

SO glad you asked! There are a few things.

- Please log in with your first and last name—you will not be admitted as “R’s iPhone3” or “Bob”
- Be ready to vote. Most voting will take place via the polling feature, but we also sometimes use Qualtrics—you may need to be able to access your email
- You may use the chat feature to send messages to Nush or Stephanie, but not to the full body. Please don’t chat to Ed (we need him to run the A/V)
- Captions will be available at every meeting
- It’s okay if you need to arrive late—we appreciate a heads up, though
- Members of the press and other guests are often present
Some common Parliamentary procedures include:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes</td>
<td>Restricted</td>
<td>Restricted</td>
<td>Majority</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Postpone to a certain time</th>
<th>Can interrupt?</th>
<th>Needs a second?</th>
<th>Debatable?</th>
<th>Amendable?</th>
<th>Vote needed?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes</td>
<td>Restricted</td>
<td>Restricted</td>
<td>Majority</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Main Motion</th>
<th>Can interrupt?</th>
<th>Needs a second?</th>
<th>Debatable?</th>
<th>Amendable?</th>
<th>Vote needed?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Majority</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
Why use parliamentary procedure?

It’s not just for nitpicking

- Parliamentary rules are to further the ability of a body to conduct its business—not to curtail that ability
- Parliamentary procedure should protect the right to be heard: the majority voice to be respected, and the minority voice to be protected
- Intent matters: “Fairness and good faith” must underlie our actions (AIP 10)
- Using the rules to bully or thwart the will of the assembly need not and will not be tolerated (AIP 3-4, 10)
What should we remember?

We use AIP Standard Code, not RONR

- But we follow our Bylaws first
- Main motions usually take the form of Documents
- Amendments are debatable and amendable
- Most votes can be done “by consent of the body,” although the body doesn’t always consent
- Points of order may interrupt
- The call to end debate is not debatable
- Don’t text Ed
So what does this look like?

Presider: Chair Dykhuizen

Chair Dykhuizen: We now move to the next item on our agenda. The Chair recognizes Senator A to present Document 21-01.
So what does this look like?

Senator A: Thank you, Madam Chair. I move that the Senate will adopt a dog, and name it Peg Woofington.

Senator B: I second.
So what does this look like?

Chair: It is moved and seconded that the Senate adopt a dog and name it Peg Woofington. Is there any discussion?

Senator A: Yes. Dogs have been shown to improve mental health. The Senate is in need of improved mental health. I hope the body will support this motion.
So what does this look like?

Senator C: Madam Chair

Chair: The Chair recognizes Senator C.

Senator C: I move to amend the motion by striking the word “dog” and inserting the word “cat.” Also, strike the words, “Peg Woofington,” and insert the words, “Mr. Marbles.”

Senator B: Second
Chair: It is moved and seconded to amend the main motion about adopting a dog named Peg Woofington. If the amendment is adopted, the Document will then read, “The Senate will adopt a cat, and name it Mr. Marbles.” Is there discussion of the amendment?
So what does this look like?

Senator D: Madam Chair

Chair: The Chair recognizes Senator D.

Senator D: I move to amend the motion by adding the words, “The Senate endorses wearing the color purple on alternating Thursdays.”

Senator B: Second
So what does this look like?

Senator E: Madam Chair, point of order

Chair: Please state your point of order, Senator E

Senator E: I don’t think the secondary amendment is germane, Madam Chair; favorite colors are not related to pets or their names

Chair: Your point is well taken. The proposed secondary amendment is not in order
Chair: As our agenda is very full, I ask the consent of the body to adopt the proposed amendment. Again, if this is adopted, the Document will read, “The Senate will adopt a cat, and name it Mr. Marbles.” If there are any objections to this amendment, please indicate that now using the raise-hand icon.

Seeing none, the motion carries, and the amendment is adopted.
So what does this look like?

Chair: Document 21-01 now reads, “The Senate will adopt a cat, and name it Mr. Marbles.” Is there further discussion?

Senator A: I move to end debate and call the question, Madam Chair

Senator B: Second
Chair: It is moved and seconded to end debate and vote immediately on the matter of the adoption of Mr. Marbles. This vote will require a 2/3 majority. Please indicate your position on ending the debate by voting in the Zoom poll.

Secretary of Faculties: If you encounter any technical difficulties, please let me know in the chat. Please don’t text Ed. I’ll launch the poll now.
[The vote to end debate carried. In the subsequent vote on Document 21-01, Mr. Marbles’ adoption was narrowly victorious. Two dog people put forward a motion to reconsider, but were ultimately unsuccessful.]
Any other questions?
THANK YOU FOR COMING!

Please stay in touch:

secoffac@purdue.edu

purdueuniversitysenate@purdue.edu