PURDUE UNIVERSITY | University Senate

Senate Document 20-35
15 February 2021
Revised 22 March 2021

To: The University Senate
From: Faculty Affairs Committee
Subject: Bylaws Revision / Updates
Reference: University Senate Bylaws 8.00
Disposition: University Senate for Discussion and Adoption

Rationale: Our bylaws are written in an outdated style and use obsolete references to individuals and units within the University. Furthermore, following years of piecemeal revisions, there are internal inconsistencies and redundancies that lead to confusion. To address these problems, in 2018-2019 the Senate committee chairs, under then Senate chair Prof. Natalie Carroll undertook a thorough review of these bylaws and recommended a slate of changes. Presentation of these changes to the Senate was temporarily supplanted by responding to the exigencies of the COVID-19 pandemic. In the summer of 2020, in beginning to address the recommendations of the EPIC report, the Faculty Affairs Committee determined that any changes to the bylaws that might be suggested by the EPIC report would be more effectively implemented if the bylaws were first updated as originally planned. We then studied the changes recommended in 2019-2020 and set aside those that we deemed to go beyond simple updating. A document with the remaining changes was subsequently edited by a professional editor hired by the FAC who was provided with both the existing bylaws text and the text with recommended changes.

We have marked here all major changes (in yellow). Changes to tense, modality, gender and other minor grammatical, punctuation, and formatting issues have not been marked to facilitate legibility. Substantive changes that remained in place to reflect actual current practice are marked in turquoise.

Proposal: We recommend that the Senate adopt this version of our bylaws.

Current Text	*Proposed Text*
ARTICLE I *PURPOSE AND POWERS* 1.00 *Powers of the University Senate* The University Senate was established by adoption of Executive Council Document 63-3 (Final Revision, February 17, 1964) by a mail ballot of the University faculty, and approval in principle by the Board of Trustees of Purdue University. Sections A and D of the University Code, Part II, show the delegation of powers to the faculties and the designation of the University Senate as the legislative body of the faculty at the West Lafayette campuses. These Bylaws are designed to implement those documents but not to replace them. The University Senate is the governing body of the faculty and it exercises the legislative and policy-making powers assigned to the faculty, subject only to review and check by the faculty by established procedures (Article VI). Therefore, subject to the authority of the Board of Trustees and in consultation with the President, it 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.	*ARTICLE I* *PURPOSE AND POWERS* 1.00 *Powers of the University Senate* The University Senate was established by adoption of Executive Council Document 63-3 (Final Revision, February 17, 1964) by a mail ballot of the University faculty, and approval in principle by the Board of Trustees of Purdue University. Sections A and D of the University Code, Part II, show the delegation of powers to the faculties and the designation of the University Senate as the legislative body of the faculty at the West Lafayette campuses. These Bylaws are designed to implement those documents but not to replace them. The University Senate is the governing body of the faculty and it exercises the legislative and policy-making powers assigned to the faculty, subject to review and check only by the faculty by established procedures (Article VI). Therefore, subject to the authority of the Board of Trustees and in consultation with the President, it 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.
ARTICLE II *MEMBERSHIP OF THE SENATE* 2.00 *Composition* a) The Senate shall be composed of one hundred and two (102) members. b) The representation of the Senate shall be apportioned as follows: 1) The President of the University. 2) The chief academic officer and the chief fiscal officer of the University. 3) The Chairperson and Vice-Chairperson. 4) Three members elected by and representing the faculties of the regional campuses, one each from Purdue Northwest, Purdue Fort Wayne and Indiana University Purdue University Indianapolis. 5) One undergraduate student member to be selected annually by the Student Senate and one graduate student	*ARTICLE II* *MEMBERSHIP OF THE SENATE* 2.00 *Composition* a) The Senate is composed of 102 members. b) The representation of the Senate is apportioned as follows: 1) The President of the University. 2) The Chief Academic Officer and the Chief Fiscal Officer of the University. 3) The Chairperson and Vice Chairperson of the Senate. 4) Three members elected by and representing the faculties of the regional campuses: one each from Purdue Northwest, Purdue Fort Wayne, and Indiana University–Purdue University Indianapolis. 5) One undergraduate student member selected annually by the Purdue Student Government (PSG) and one

member to be selected annually by that graduate student organization approved by the Graduate Council, with terms of office to begin on June 1.	graduate student member selected annually by the Purdue Graduate Student Government (PGSG), with terms of office to begin on June 1.
6) The remaining ninety-two members shall be apportioned among the faculty units according to the number of faculty members attached to the respective faculty unit including those assigned by the President for the purpose of participating in faculty government procedures, with the provision that no faculty unit shall have fewer than two members. In instances where a Dean is administratively responsible for more than one school, the faculties of these schools shall be considered as a single faculty unit. For the purpose of participating in faculty government procedures the faculty of the Libraries shall be considered a faculty unit.	6) The remaining ninety-two members are apportioned among the faculty units according to the number of faculty members attached to the respective faculty unit. This includes those the President assigns to participate in faculty government procedures, with the provision that no faculty unit has fewer than two members. Where a Dean is administratively responsible for more than one school, the faculties of these schools are considered a single faculty unit.
c) There shall be between six and sixteen designated Advisors to the Senate who shall be accorded full floor privileges but not the vote. One of these shall be a representative of the Honors College, who shall be elected by the faculty of the Honors College in a manner consistent with the election of Senators (2.03). The remaining Advisors shall be members of the administrative staff recommended by the Senate by virtue of their positions. One of these shall be the Secretary of the Faculties, who shall act as Secretary of the Senate. Advisors may serve as members of Senate committees.	c) Between six and sixteen designated Advisors to the Senate are accorded full floor privileges but not the vote. One of these represents the Honors College, elected by the faculty of the Honors College in a manner consistent with the election of Senators (2.03). The remaining Advisors are members of the administrative staff appointed to the Senate by virtue of their positions. One of these is the Secretary of Faculties, who acts as Secretary to the Senate. Advisors may serve as members of Senate committees.
The Senate and committee assignments of the Advisors shall be recommended by the Senate for a three-year term to begin the next academic year. When vacancies occur, the Nominating Committee shall consult with the Chairpersons of the Senate standing committees and then, at the second regular meeting of the Senate in the spring, propose to the Senate a slate of Advisors and their committee assignments. Advisors may be recommended to serve successive terms.	The Senate recommends the Advisors' Senate and committee assignments for a three-year term to begin the following academic year. When vacancies occur, the Nominating Committee consults with the chairpersons of the Senate Standing Committees and then, at the second regular meeting of the Senate in the spring, proposes to the Senate a slate of Advisors and their committee assignments. The Senate may recommend that Advisors serve successive terms.
d) In the event that the immediate Past Chair of the Senate has not been elected to a new Senate term, the immediate Past Chair shall serve as an *ex-officio* member	d) An immediate past Chairperson of the Senate who has not been elected to a new Senate term serves as an ex officio member of the Senate, with full floor privileges but not the vote.

of the Senate, with full floor privileges but not the vote.	
2.01 *Reapportionment* The Senate shall determine the apportionment of elected Senators to the several faculty units (see Section 2.00 b 5) in November of each academic year on the basis of the current assignment of faculty to units. This apportionment shall become effective on the following June 1. The Senate may reapportion itself at any other time upon a two-thirds affirmative vote of all members of the Senate.	2.01 *Reapportionment* The Secretary of Faculties determines the apportionment of elected Senators to the faculty units (Section 2.00 b 6) based on the current assignment of faculty to units, and brings the apportionment to the University Senate for consideration and vote each November. It becomes effective on the following June 1. The Senate may reapportion itself at any other time with a two-thirds affirmative vote of all members.
2.02 *Eligibility* Only members of the voting faculty with professorial rank shall be eligible for election to the Senate.	2.02 *Eligibility* Only members of the voting faculty with professorial rank (tenured, tenure-track, and clinical faculty) are eligible for election to the Senate. Deans, Associate Deans, and Assistant Deans may not serve as Senators.
2.03 *Election of Senators* The normal term of an elected Senator shall be three years, beginning on the June 1 following his/her election. A Senator can serve no more than 2 consecutive terms (3 years each) on Senate. Service on the University Senate, when a Senator serves for another faculty member (as in the case of a sabbatical or medical absence), for one or two semesters, it will not affect the faculty member's ability to serve two consecutive terms (3 years each). It will be considered a term of service, however, if a Senator serves on the Senate for three semesters, or more, for another faculty member. In the event a Senator does not complete his or her term, a replacement Senator shall be elected for the remainder of the original term. After reapportionment of the Senate in November, the individual faculties (see Section 2.00 b 6) will complete the election of Senators who are to assume office on the coming June 1 and report the results to the Secretary of the Senate by February 1. Senator nominations may be made by a faculty member themselves or by a colleague, with the agreement of the nominee. Eligible faculty for election to the Purdue University Senate must be tenured, tenure-track or clinical faculty. Deans, Associate Deans, and Assistant Deans may not serve as Senators. Election	2.03 *Election of Senators* The normal term of an elected Senator is three years, beginning on June 1 following their election. A Senator may serve no more than two consecutive three-year terms. Service on the University Senate for another faculty member (who may be on sabbatical or medical leave) for one or two semesters does not affect the replacement faculty member's eligibility to serve two consecutive three-year terms. It is considered a term of service, however, if a Senator replaces another faculty member for three semesters or more. If a Senator does not complete their term, their unit elects a replacement Senator for the remainder of the original term. After reapportionment of the Senate in November, the individual units (Section 2.00 b 6) elect Senators to assume office on the next June 1 and report election results to the Secretary of Faculties by February 1. Faculty members may nominate themselves, or colleagues may nominate them with the nominee's agreement. Faculty eligible for election to the Purdue University Senate must be tenured, tenure-track, or clinical faculty. Election must be by secret ballot (paper or electronic). If an elected Senator is unable to serve for a semester or to replace a Senator recalled on request of the Senate, their unit

must be by secret ballot (paper or electronic). Faculty units may provide alternates to serve, if an elected Senator is unable to serve temporarily, or to replace a Senator recalled on request of the Senate.	selects a replacement Senator for the remainder of the original term.
2.04 *Recall* In the case of a Senator who is unduly absent, the Senate may petition the unit concerned to recall the Senator and elect another. A recall petition shall require the affirmative vote taken by ballot at a regular meeting of two-thirds of the Senators present.	2.04 *Recall* If a Senator is unduly absent, the Senate may petition their unit to recall the Senator and elect another. A recall petition requires an affirmative vote of two-thirds of the Senators voting and present at a regular meeting.
ARTICLE III *OFFICERS*	*ARTICLE III* *OFFICERS*
3.10 *Presiding Officer* The presiding officer of the Senate shall be the President of the University or, his/her designee, who normally will be the Chairperson of the Senate. In case both are absent, the Vice Chairperson of the Senate shall preside.	3.10 *Presiding Officer* The presiding officer of the Senate is the President of the University or their designee, normally the Chairperson of the Senate. If both are absent, the Vice Chairperson of the Senate presides.
3.20 *Chairperson and Vice Chairperson of the University Senate* a) The Chairperson and the Vice Chairperson shall each serve for a term of one year beginning June 1. The Vice Chairperson shall succeed the Chairperson. Election of the Vice Chairperson shall be by secret ballot at the regular March meeting of the University Senate. b) At the regular February meeting of the University Senate the Nominating Committee shall nominate at least two members of the University Senate for the office of Vice Chairperson. Additional nominations shall be accepted from the floor at any time before the election. Nominees must be elected Senators and members of the voting faculty with professorial rank. Once elected, the Chairperson and Vice Chairperson shall serve as Senators-at-large and shall relinquish their positions as representatives of an academic unit. The remainder of their terms, if any, shall be filled by a special election in their academic units. Brief résumés of the academic, administrative, and Senate service of each nominee shall be distributed at the time of nomination.	3.20 *Chairperson and Vice Chairperson of the University Senate* a) The Chairperson and the Vice Chairperson each serves a one-year term beginning June 1. The Vice Chairperson succeeds the Chairperson. Election of the Vice Chairperson is by secret ballot at the regular March meeting of the University Senate. b) At the regular February meeting of the University Senate, the Nominating Committee nominates at least two faculty members for the office of Vice Chairperson. Additional nominations are accepted from the floor at any time before the election. Nominees must be current Senators and members of the voting faculty with professorial rank (tenured, tenure-track, and clinical faculty). Once elected, the Chairperson and Vice Chairperson serve as Senators-at-large and relinquish their positions as representatives of an academic unit. A special election in their respective academic units fills any remainder of their term. Brief résumés of the academic, administrative, and Senate service of each nominee are distributed at the time of nomination.

c) To be elected Vice Chairperson, a candidate must receive a majority of the votes cast. If no candidate receives a majority on the first ballot, a second vote shall be taken to choose between the two candidates receiving the largest number of votes on the first ballot. d) In the event that the Chairperson is absent from campus or otherwise unable to perform the duties of the office, the Vice Chairperson shall serve in his/her stead. In the event that the Chairperson is unable to complete the term of office, the Vice Chairperson shall succeed to the position of chairperson. When such a vacancy in the office of Vice Chairperson occurs the Nominating Committee shall nominate two members of the University Senate for the office of Vice chairperson. Additional nominations shall be accepted from the floor. A new Vice Chairperson shall then be elected by the procedure described in section 3.20c at the next regular meeting of the University Senate or at a special meeting called for that purpose. e) In the event that an interim Chairperson is needed before a special election can be held, the Chairperson of one of the standing committees shall serve in that capacity, the order of selection being that shown in Article 5.01 of the Bylaws. f) The University Senate may remove a Chairperson from office by a two-thirds vote of the whole number of the members of the University Senate.	c) To be elected Vice Chairperson, a candidate must receive a majority of the votes cast. If no candidate receives a majority on the first ballot, a second vote is taken between the two candidates who received the largest number of votes on the first ballot. d) If the Chairperson is absent from campus or otherwise unable to perform the duties of the office, the Vice Chairperson serves in their stead. If the Chairperson is unable to complete the term of office, the Vice Chairperson succeeds to the position of Chairperson. When such a vacancy in the office of Vice Chairperson occurs, the Nominating Committee nominates two members of the University Senate for the office of Vice Chairperson. Additional nominations are accepted from the floor. A new Vice Chairperson is then elected by the procedure described in section 3.20 c at the next regular meeting of the University Senate or at a special meeting called for that purpose. e) If an interim Chairperson is needed before a special election can be held, the Chairperson of one of the Senate committees serves in that capacity. The order of selection is shown in Article 5.01 of these Bylaws. f) The University Senate may remove a Chairperson from office by a two-thirds vote of the entire membership.
3.21 *Duties of the Chairperson of the University Senate* The Chairperson may convene the University Senate in special session. The Chairperson should interpret the views of the University Senate to the President of the University and the Board of Trustees.	3.21 *Duties of the Chairperson of the University Senate* Duties of the Chairperson of the University Senate may include, but are not limited to, the following: a) Chair the Advisory Committee and call meetings of the committee. b) Big Ten Academic Alliance (BTAA) member. c) Report the views of the University Senate to the President of the University and the Board of Trustees.

The Chairperson shall serve as the Chairperson of the Advisory Committee and may call meetings of the committee. The Chairperson, with the assistance of the Steering Committee, shall have the responsibility for expediting the implementation of the University Senate actions. In emergency situations, the Chairperson shall receive opinions of faculty members and transmit them to the appropriate administrative officers. The Chairperson may convene the Chairpersons of the Senate standing committees and other persons as needed to consult and advise on special issues.	The Chairperson is an ex officio member of the Board's Academic and Student Affairs Committee and reports during the open meeting. d) Convene the University Senate in regular and special sessions. e) Convene the Chairpersons of the Senate committees and other persons as needed to consult and advise on special issues. f) In emergency situations, receive opinions of faculty members and transmit them to the appropriate administrative officers. g) Executive Policy Review Group (EPRG) member. h) Graduation Grand Marshal at Summer, Fall, and Spring Commencements. i) Intercampus Faculty Council member. j) Meet with the Provost regularly. k) With the assistance of the Steering Committee, responsible for expediting implementation of University Senate actions.
3.22 *Duties of the Vice Chairperson of the University Senate* a) The Vice Chairperson will attend meetings of the Board of Trustees. b) The Vice Chairperson will serve as a member of the Advisory Committee and the Steering Committee. If at the time of being elected to the office of Vice Chairperson, the person elected is a member of a Senate standing committee and desires to continue to serve on that committee, he/she may do so but will then serve on the Steering Committee in a non-voting, *ex-officio* capacity. The Secretary of the Senate shall be informed of the Vice chairperson's decision within 30 days following his/her election. *c)* The Vice Chairperson will aid the Chairperson in carrying out his/her duties.	3.22 *Duties of the Vice Chairperson of the University Senate* a) Attend meetings of the Board of Trustees. b) Serve as a member of the Advisory Committee and the Steering Committee. If the person is a member of a Senate committee when elected Vice Chairperson and wants to continue serving on that committee, they may do so; however, they then serve on the Steering Committee in a non-voting, ex officio capacity. The Secretary of Faculties is informed of the Vice Chairperson's decision to remain on the Senate committee within 30 days following their election. c) Help the Chairperson carry out their duties. d) Assist the Chairperson as Grand Marshal at graduations (as needed). e) Member of the Big Ten Academic Alliance (BTAA). 3.30 *Secretary of Faculties*

3.30 *Secretary* The Secretary of the Senate shall be that person designated by the President as Secretary of Faculties.	The Secretary of Faculties is designated by the University President as Secretary of the Senate.
3.31 Duties of the Secretary The Secretary of the Senate shall prepare minutes of each meeting for duplication within ten days and for distribution to members of the University faculty within twenty-one days after each meeting. The Secretary of the Senate shall serve as Secretary of the Advisory Committee. In addition, the Secretary will have duties as may be prescribed by these Bylaws and by parliamentary authority adopted by the Senate.	3.31 Duties of the Secretary of Faculties a) Provide guidance to the Chairperson of the Senate and others (as needed). b) Ensure Senate Bylaws are adhered to. c) Prepare minutes of each meeting for posting to the Senate website and distribution to Senate members before the next meeting. d) Serve on the Advisory Committee and as secretary of the Nominating and Steering committees. e) Other duties as may be prescribed by these Bylaws and by parliamentary authority adopted by the Senate.
3.40 Sergeant-at-Arms The Sergeant-at-Arms shall be designated each year by the President from among the members of the faculty who are not members of the Senate, or from among members of the university staff, for a term beginning on June 1.	3.40 Sergeant-at-Arms The President of the University designates the Sergeant-at-Arms from among members of the faculty who are not members of the Senate, or from among members of the university staff.
3.41 Duties of the Sergeant-at-Arms The duties of the Sergeant-at-Arms shall be to maintain a record of attendance at all Senate meetings, to report attendance to the Steering Committee after each meeting, to separate faculty visitors from voting members of the Senate, to control the presence of persons not authorized to attend Senate meetings, and to carry out instructions of the Senate or its presiding officer during each meeting.	3.41 Duties of the Sergeant-at-Arms a) Maintain a record of attendance at all Senate meetings. b) Keep attendance of the Steering Committee. c) Separate faculty visitors from voting members of the Senate. d) Control the presence of persons not authorized to attend Senate meetings. e) Carry out instructions of the Senate or its presiding officer during each meeting.
3.50 Parliamentarian The Parliamentarian, who need not be a member of the Senate, shall be designated each year by the President, for a term beginning on June 1.	3.50 Parliamentarian The Parliamentarian, who may be the Secretary of Faculties, is not required to be a member of the Senate.
3.51 Duties of the Parliamentarian The duties of the Parliamentarian shall be those prescribed in these Bylaws and by the parliamentary authority adopted by the Senate.	3.51 Duties of the Parliamentarian Responsible for assisting the University Senate in following these Bylaws and the parliamentary authority adopted by the Senate.

ARTICLE IV *MEETINGS*	*ARTICLE IV* *MEETINGS*
4.00 Meetings Regular meetings of the Senate will be held on the third Monday of each month of the academic year September through April, with the following exceptions: The Senate will meet on the second Monday of September and on the fourth Monday of January, and will not meet in December unless the Steering Committee, by a majority vote, calls for and sets a time and agenda for such a meeting. The date of the meeting may, under unusual circumstances, be displaced by not more than one week by action of the Steering Committee announced at least one week in advance of the actual date of the meeting. The Senate may be convened for special sessions by the President of the University or the Chairperson of the University Senate, by the unanimous agreement of the Steering Committee, or upon petition of any twenty members of the Senate submitted to the chairperson of the University Senate or the chairperson of the Steering Committee. Members of the Senate shall be given notice of the special session by the Steering Committee at the earliest possible date, and not less than two days before the meeting. Only subjects specifically listed in the proposed agenda for a special meeting may be considered at that meeting. In the absence of documents for discussion and/or action, the Steering Committee may cancel one Senate meeting each semester. The Steering Committee may only cancel this meeting by unanimous vote two weeks before a regularly scheduled Senate meeting and with immediate notification of Senate members.	4.00 Meetings Regular meetings of the Senate are held on the third Monday of each month from September to April, with the following exceptions: The Senate meets on the second Monday of September and on the fourth Monday of January, and does not meet in December unless the Steering Committee, by a majority vote, calls for and sets a time and agenda for such a meeting. In unusual circumstances the date of a regular meeting may be displaced by not more than one week by action of the Steering Committee, as long as it is announced at least one week in advance of the original meeting date. The Senate may be convened for special sessions by the President of the University or Chairperson of the University Senate; by the unanimous agreement of the Steering Committee; or by petition of any 20 members of the Senate submitted to the Chairperson of the University Senate or Chairperson of the Steering Committee. The Steering Committee notifies members of the Senate of the special session as early as possible, and not less than two days before the meeting. Only subjects specifically listed in the proposed agenda for a special meeting may be considered at that meeting. In the absence of documents for discussion and/or action, the Steering Committee may cancel one Senate meeting each semester. The Steering Committee may cancel this meeting only by unanimous vote two weeks before a regularly scheduled Senate meeting and with immediate notification of Senate members.
4.01 *Agenda* The agenda for a regular meeting of the Senate, as prepared by the Steering Committee, shall be distributed to members of the Senate at least five days before that meeting. In the case of special meetings, the agenda shall be available to members of the Senate at least two days before that meeting. The agenda shall indicate what Senate documents,	4.01 *Agenda* The agenda for a regular meeting of the Senate, as prepared by the Steering Committee with the assistance of the Secretary of Faculties, is distributed by the Secretary of Faculties to members of the Senate at least five days before that meeting. In the case of special meetings, the agenda is available to members of the Senate at least two days before that meeting. The agenda indicates what Senate documents, reports, and petitions are to be considered and

reports and petitions are to be considered and shall provide for a question time. The agenda may be amended by the Senate by consent or by majority vote, except that only subjects specifically listed in the announced agenda for a special meeting may be considered at that meeting. After the agenda for a meeting has been accepted by the Senate, the order in which items are dealt with, and specified allotments of time, shall be changed only by majority vote.	provides time for questions. The Senate may amend the agenda by consent or by majority vote, except that only subjects specifically listed in the announced agenda for a special meeting may be considered at that meeting. After the Senate accepts the agenda for a meeting, the order in which items are dealt with and specified allotments of time can be changed only by majority vote.
4.02 *Reports and Documents* Normally, all matters brought before the Senate shall be in the form of a numbered report, if for information, or of a numbered document, if for action. Each proposed action shall be presented in a standard format which carries a document number, date, subject, and source references, as appropriate, and intended disposition. Committee reports shall list the names of the committee members with an indication of their respective vote.	4.02 *Reports and Documents* All matters brought before the Senate normally are in the form of a numbered report if for information, or the form of a numbered document if for action. Each proposed action is presented in a standard format that carries a document number, date, subject, and source references, as appropriate, and intended disposition. Committee reports list the names of committee members with their respective vote.
In preparing documents for Senate consideration that involve a change of regulations, documents shall clearly show a comparison of the existing and proposed new regulations.	Documents prepared for Senate consideration that involve a change of regulations must clearly compare existing and proposed new regulations.
All documents which are to be submitted to the Senate shall be submitted to the Steering Committee for agenda assignment.	All documents to be submitted to the Senate are submitted to the Steering Committee for agenda assignment.
Documents will be introduced to the Senate on the agenda of a regular meeting with the designation “for discussion.” When so designated, amendments to the document may be proposed and discussed, but final action on the document and any amendments will normally await its appearance on the agenda for the next regular meeting of the Senate, marked “for action.” Discussion of documents marked “for discussion” may be terminated by consent or by adoption of a subsidiary motion. Amendments cosigned by two or more members of the Senate and submitted in writing to the Steering Committee in time for distribution with the agenda for the next meeting will be so distributed.	Documents are introduced to the Senate on the agenda of a regular meeting with the designation “for discussion.” When so designated, amendments to the document may be proposed and discussed, but final action and any amendments normally wait until the document’s appearance on the agenda for the next regular meeting of the Senate, marked “for action.” Discussion of documents marked “for discussion” may be terminated by consent or by adoption of a subsidiary motion. Amendments cosigned by two or more Senate members and submitted in writing to the Steering Committee in time for distribution with the agenda for the next meeting are so distributed.
When a document appearing on the agenda marked “for discussion” or an item introduced as new business is acceptable without amendment, it may be adopted without delay,	A document on the agenda marked “for discussion” or an item introduced as new business that is acceptable without amendment may be adopted without delay. This occurs after suspension of the rules by

after a suspension of the rules by consent or by a two-thirds majority of those present and voting, by a two-thirds majority affirmative vote. Likewise, when a document appearing on the agenda marked "for discussion" or an item introduced as new business is considered to be of sufficient urgency to warrant full consideration and action without the customary delay, it may, after the adoption of a motion to suspend the rules, be amended by a two-thirds majority and/or adopted at that meeting by a two-thirds majority vote. Items on the agenda for a special meeting will require a two-thirds majority vote of those present and voting for adoption. However, in the case of an item that has been presented for discussion at a regular meeting of the Senate, a majority vote will be sufficient for adoption at a special meeting held prior to the next regular meeting of the Senate or within 30 days, if the original meeting is the last regular meeting of the Senate during the academic year, provided that the Steering committee has determined that: (a) the item is of such a nature that it cannot be acted upon at the next regularly scheduled meeting of the Senate; and (b) circumstances are such that the item could not have been presented for discussion at an earlier, regular meeting of the Senate. Documents submitted by the Nominating Committee placing names in nomination constitute an exception. Such documents shall be placed on the agenda, marked "for action" in the first instance and shall be acted upon as specified in Section 5.02 of these Bylaws. Documents submitted by the Student Affairs Committee recommending action on White resolutions shall be an additional exception. Such documents shall be placed on the agenda, marked "for action" at the first instance. A faculty committee Chairperson may request the Senate to postpone action contemplated on matters which fall within the purview of that committee. An automatic one-month postponement should be granted the faculty committee so that it may make a recommendation. A two-thirds vote of the Senate would be required to deny such a postponement.	consent or by a two-thirds majority of those present and voting. Likewise, when a document on the agenda marked "for discussion" or an item introduced as new business is considered to be of sufficient urgency to warrant full consideration and action without the customary delay, it may, after the adoption of a motion to suspend the rules, be amended by a two-thirds majority of those present and voting and/or adopted at that meeting by a two-thirds majority of those present and voting. Items on the agenda for a special meeting require a two-thirds majority vote of those present and voting for adoption. However, if an item has been presented for discussion at a regular meeting of the Senate, a majority vote is sufficient for adoption at a special meeting. This special meeting is held prior to the next regular meeting of the Senate or within 30 days, if the original meeting is the last regular Senate meeting of the academic year. This is provided the Steering Committee determines the item is of such a nature that it cannot be acted on at the next regularly scheduled meeting of the Senate; and circumstances are such that the item could not have been presented for discussion at an earlier, regular Senate meeting. Documents that the Nominating Committee submits to place names in nomination are an exception. Such documents are placed on the agenda, marked "for action" in the first instance, and acted on as specified in Section 5.02 of these Bylaws. Documents the Student Affairs Committee submits to recommend action on White Resolutions are an additional exception. Such documents are placed on the agenda and marked "for action" in the first instance. A Chairperson of a Faculty committee may request the Senate to postpone action on matters that fall within the purview of that committee. An automatic one-month postponement should be granted to the Faculty committee so it can make a recommendation. A two-thirds vote of the Senate is required to deny such a postponement.
4.03 *Voting*	4.03 *Voting*

Decisions of the Senate shall be determined by a majority vote of those Senators present and voting, unless contrary requirements are specified elsewhere in these Bylaws or in the University Code.	Decisions of the Senate are determined by a majority vote of those Senators present and voting, unless requirements to the contrary are specified elsewhere in these Bylaws or in the University Code.
Upon all occasions when a majority vote is not apparent after *viva voce* voting, the presiding officer shall call for a vote by a show of hands.	On all occasions when a majority vote is not apparent after a voice vote, the presiding officer calls for a vote by a show of hands or electronic vote.
Any member of the Senate may request that the vote on any issue be taken by secret electronic ballot. This request shall be granted without debate.	Any member of the Senate may request that the vote on any issue be taken by secret electronic ballot. This request is granted without debate.
When two or more persons have been nominated for the same elective position, the vote shall be by secret electronic ballot.	When two or more persons have been nominated for the same elective position, the vote is by secret electronic ballot.
4.04 Advice of Faculty By a two-thirds vote of those Senators present, the Senate may seek the advice and counsel of the faculty on any issue through a mail ballot.	4.04 Advice of Faculty By a two-thirds vote of those Senators present, the Senate may seek the advice and counsel of the entire university faculty on any issue.
4.05 Attendance at Meetings Meetings of the Senate normally will be open to all faculty members, as observers, and to other persons invited to attend by the Steering Committee or the presiding officer. Members of the press will be admitted only by invitation of the Steering Committee. Representatives of the University News Service and of The Purdue Exponent normally will be invited to be present.	4.05 Attendance at Meetings Meetings of the Senate normally are open to all faculty members, as observers, and to other persons the Steering Committee or the presiding officer invite. Members of the press are admitted only by invitation of the Steering Committee. Representatives of the University News Service and The Purdue Exponent normally are invited.
The Steering Committee, on the advice of the student Senator, may invite other students to be present for a particular occasion.	The Steering Committee, on the advice of the Student Senators, may invite other students to be present for a particular occasion.
4.06 Executive Sessions At any meeting, the President of the University may declare the Senate to be in executive session. By majority vote of the Senators present, the Senate may declare itself in executive session. During the executive sessions, all visitors not explicitly designated for attendance by the presiding officer, or by majority vote of the Senators present, shall be excluded, and remarks shall not be recorded.	4.06 Executive Sessions At any meeting, the President of the University may declare the Senate to be in executive session. By majority vote of the Senators present, the Senate may declare itself in executive session. During executive sessions, all visitors not explicitly designated for attendance by the presiding officer, or by majority vote of the Senators present, are excluded, and remarks are not recorded.
4.07 Quorum Fifty-one members of the Senate shall constitute a quorum. No substitute shall be	4.07 Quorum Fifty-one members of the Senate constitute a quorum. No substitute is permitted to serve

permitted to serve during the absence of a Senator. The presence of a quorum shall be determined by the sergeant at arms at the beginning of each meeting, and at other times at the request of the presiding officer. Upon instruction from the presiding officer, the sergeant at arms may attempt to secure the attendance of additional members of the Senate need to complete a quorum. (Once a Senate meeting begins, determination as to the presence of a quorum should be made only if a request for this comes from the floor of the Senate.)	during the absence of a Senator. The Sergeant-at-Arms determines the presence of a quorum at the beginning of each meeting and at other times at the request of the presiding officer. On instruction from the presiding officer, the Sergeant-at-Arms may attempt to secure the attendance of additional members of the Senate needed to complete a quorum. (Once a Senate meeting begins, the presence of a quorum is determined only upon request from the floor of the Senate.)
ARTICLE V *SENATE COMMITTEES* 5.00 Senate Committee Authority and Responsibility a) The University Senate shall establish its standing and special committees and shall define and limit their duties, responsibilities, and powers; these committees shall be directly responsible to the Senate. b) A majority or tie vote among the Senate members shall be sufficient to carry any issue. c) Advisors and student members shall have full voice and vote on all matters, except for personnel selection, for the purpose of advising the committee, and the Senate. On documents sent to the Senate the vote of the Senate members and those of the Advisors and student members shall be recorded separately for the information of the Senate. 5.01 *Committee Structure* The standing committees of the University Senate, hereafter called "Senate committee(s)," shall be the following: Steering Committee Nominating Committee Equity and Diversity Committee Student Affairs Committee Faculty Affairs Committee Educational Policy Committee University Resources Policy Committee Advisory Committee The Senate may create special committees which shall have such powers and perform such duties and act for such times as are designated in the resolutions calling for their appointment, except that no such committee	*ARTICLE V* *SENATE COMMITTEES* 5.00 Senate Committee Authority and Responsibility a) The University Senate establishes its standing and special committees, and defines and limits their duties, responsibilities, and powers; these committees are directly responsible to the Senate. b) A majority or tie vote among the Senate members is sufficient to carry any issue. c) Advisors and student members have full voice and vote on all matters, except for personnel selection, for the purpose of advising the committee, and the Senate. On documents sent to the Senate the vote of the Senate members and those of the Advisors and student members is recorded separately for the information of the Senate. 5.01 *Committee Structure* Standing Committees of the University Senate are the following: a) Steering Committee b) Nominating Committee c) Equity and Diversity Committee d) Student Affairs Committee e) Faculty Affairs Committee f) Educational Policy Committee g) University Resources Policy Committee h) Advisory Committee The Senate may create special committees that have powers, perform duties, and act for the times designated in the resolutions calling for their appointment; however, no such committee may be appointed or formed to perform the regular duties

shall be appointed or formed to perform the regular duties already specifically assigned to a Senate committee. A special committee shall have tenure only during the academic year in which it is authorized, unless a definite term is specified in the authorizing motion, or it is continued by action of the University Senate.	already specifically assigned to a Senate Standing committee. A special committee has tenure only during the academic year in which it is authorized, unless the authorizing motion specifies a definite term, or University Senate action continues it.
5.02 *Membership, Appointment, and Terms of Senators on Senate Committees* The Senate committees shall be constituted of Senators, Advisors to the Senate and students provided for in other sections of these Bylaws. Elections will be held annually at the last two regular meetings of the Senate to fill elective vacancies on each Senate committee for the coming year for terms beginning June 1, and at such other times as vacancies may need to be filled. The report of the Nominating Committee, including names proposed, will be circulated with the agenda for the meeting at which elections are to take place. At least one nominee shall be identified for each elective vacancy on each Senate committee. Members for all committees shall be elected at the April meeting. In each instance, nominations may be made from the floor. When the number of nominees exceeds the number of vacancies to be filled, election shall be by written ballot, and a plurality is sufficient to elect. Advisors to Senate committees shall be chosen in accordance with the provisions in section 2.00c. The Nominating Committee may recommend for Senate vote the appointment of *ex-officio* members to Senate Committees. *Ex-officio* members will be faculty members who are not Senators and bring valuable expertise to the respective committee. *Ex-officio* members have no vote on the Senate Committee, but may otherwise participate fully in the deliberations of the committee.	5.02 *Membership, Appointment, and Terms of Senators on Senate Standing Committees* Standing committees are constituted of Senators, Advisors to the Senate, and students provided for in other sections of these Bylaws. Elections are held annually at the last two regular meetings of the Senate to fill elective vacancies on each Senate committee for the coming year for terms beginning June 1, and at such other times as vacancies may need to be filled. The report of the Nominating Committee, including proposed names, is circulated with the agenda for the meeting at which elections are to take place. At least one nominee must be identified for each elective vacancy on each Senate committee. Members for all committees are elected at the April meeting. In each instance, nominations may be made from the floor. When the number of nominees exceeds the number of vacancies to be filled, election is by written ballot, and a plurality is sufficient to elect. Advisors to Senate committees are chosen in accordance with the provisions in section 2.00 c. The Nominating Committee may recommend for Senate vote the appointment of ex officio members to Senate committees. Ex officio members are faculty members who are not Senators and bring valuable expertise to the respective committee. Ex officio members have no vote on the Senate committee but may otherwise participate fully in the committee's deliberations.
5.03 Chairpersons of Senate Committees Prior to June 1, each Senate committee shall hold a preliminary meeting of members as of June 1, and elect a Chairperson for a one-year term starting June 1. The Chairperson shall be a Senator and may serve successive terms. Each such committee shall inform the Secretary of the Senate and the Chairperson of the Senate the name of its elected committee Chairperson for the coming year.	5.03 Chairpersons of Senate Standing Committees Prior to June 1, each Senate committee holds a meeting and elects a Chairperson for a one-year term starting June 1. The Chairperson should be a Senator and may serve successive terms. The outgoing (or continuing) chair provides the name of its elected committee Chairperson for the coming year to the Secretary of Faculties and the Chairperson of the Senate before June 1, when the new term begins.
5.04 Reporting of Senate Committees	5.04 Reporting of Senate Committees

Each Senate committee shall report to the Senate at its request or at the request of the Steering Committee. A Senate committee may provide information concerning its activities to the President, any other Senate committee, faculty, council, or faculty member.	Each Senate committee reports to the Senate at its request or at the request of the Steering Committee. A Senate committee may provide information about its activities to the President, any other Senate committee, faculty, council, or faculty member.
5.05 Relationship of Senate Committees to Councils and University Committees Each Senate committee is authorized to deal directly with all councils and University committees in its area of responsibility and to work with them in preparing policy proposals, and shall transmit such proposals to the University Senate together with whatever recommendations it might offer regarding action. The Chairperson of each Senate committee is responsible for seeing that each council or University committee in its area of responsibility has organized itself appropriately for the conduct of its business including selection of its chairperson, transmits minutes of its meeting to the Senate committee, and reports annually to that Senate committee. The Chairperson of each Senate committee may appoint a member of that committee to serve as liaison with any council or University committee in its area of responsibility. Elections or appointments to all University committees and councils shall be accomplished in March or April of each year for terms of service which shall begin on June 1. Student representatives (graduate or undergraduate) shall be recommended by the Student Senate to the University Senate Nominating Committee.	5.05 Relationship of Senate Standing Committees to Faculty Committees Each Senate committee is authorized to deal directly with all Faculty committees in its area of responsibility and to work with them in preparing policy proposals. The Senate committee transmits such proposals to the University Senate together with its recommendations for action. The Chairperson of each Senate committee is responsible for seeing that each Faculty committee in its area of responsibility has organized itself appropriately to conduct its business, including selecting its chairperson, transmitting its work to the Senate committee, and submitting an annual report to that Senate committee. The Chairperson of each Senate committee may appoint a committee member to serve as liaison with any Faculty committee in its area of responsibility. Elections or appointments to all Faculty committees and councils are accomplished in March or April of each year for terms of service that begin on June 1. Undergraduate and graduate student representatives are recommended by PSG and PGSG, respectively, to the Secretary of Faculties and the chair of the University Senate Nominating Committee once elected.
5.06 Reporting of Councils and University Committees Each council and University committee, following each meeting held, will forward minutes to its designated Senate committee and annually report its activities. It should work with the designated Senate committee in the preparation of proposals involving policy changes or other matters which require Senate action.	5.06 Reporting of Councils and University Committees Faculty committee chairs should keep their designated Senate committee chair informed of their work and provide an annual report of the committee's activities. Faculty committee chairs should work with the designated Senate committee chair in preparing proposals involving policy changes or other matters that require Senate action, using document templates available on the Senate website.
5.10 The Steering Committee The Steering Committee shall consist of twelve members: the President of the University, the Chairperson of the Senate, the Vice Chairperson of the Senate, the Secretary	5.10 The Steering Committee The Steering Committee consists of twelve members: the President of the University, the Chairperson of the Senate, the Vice Chairperson of the Senate, the Secretary of

of the Senate who shall serve without vote, and eight additional Senators.	Faculties who shall serve without vote, and eight additional Senators.
5.11 *Duties and Responsibilities* a) The Steering Committee shall propose the agenda for every session of the Senate. It shall ensure the distribution of the agenda to each member of the Senate at least five days before each regularly scheduled meeting. The Steering Committee shall provide, for distribution along with the agenda, a reporting of the items received by the committee, along with the action taken on each item, by vote.	5.11 *Duties and Responsibilities* a) The Steering Committee proposes the agenda for every session of the Senate. It ensures distribution of the agenda to each member of the Senate at least five days before each regularly scheduled meeting. The Steering Committee, with the assistance of the Secretary of Faculties, provides for distribution along with the agenda, a report of items being brought to the University Senate by the Steering committees, along with the action taken on each item, by vote.
b) The agenda shall provide for approval of minutes of the previous meeting, acceptance of the agenda, remarks by the President, a report of the Chairperson of the Senate, reports from other officers of the University, a question period, a résumé of items under consideration by the committees of the Senate, such reports and documents as have been received in completed form, from Senate committees for discussion and/or action by the Senate, appropriate faculty proposals, new business, and any memorial resolutions. 1) The Steering Committee may invite Vice Presidents, or others judged to possess information of special concern to the Senate, to report on matters of general interest within their areas of responsibility, at which time members of the Senate shall have the opportunity to put questions, whether or not related to the report. 2) The question period will provide at least ten minutes during which time members of the Senate shall receive responses to questions regarding policies and actions of general interest preferably previously submitted in writing to the Chairperson of the Senate. 3) Memorial resolutions which have previously been prepared by colleagues and read at a College/School faculty meeting should be sent to the Secretary of Faculties for inclusion in the	b) The agenda provides for approval of minutes of the previous meeting, acceptance of the agenda, remarks by the President, a report of the Chairperson of the Senate, reports from other officers of the University (as needed), a question period, a résumé of items under consideration by the committees of the Senate, reports and documents received in completed form from Senate committees for discussion and/or action by the Senate, appropriate faculty proposals, new business, and memorial resolutions. 1) The Steering Committee may invite Vice Presidents, or others judged to possess information of special concern to the Senate, to report on matters of general interest in their areas of responsibility. At that time members of the Senate may ask questions, related or not related to the report. 2) The question period provides time for members of the Senate to receive responses to questions regarding policies and actions of general interest, preferably previously submitted in writing to the Chairperson of the Senate. 3) Memorial resolutions previously prepared by colleagues and read at a College/School faculty meeting should be sent to the Secretary of Faculties for inclusion in the agenda for an

agenda for an upcoming Senate meeting. During the Senate meeting, names of the colleagues for which memorial resolutions have been submitted are announced and a moment of silence is observed. After the Senate meeting, the Secretary of Faculties will send a letter to the family with condolences and indicate that the resolution is now included in the Senate record/minutes. Once a year, the Steering Committee shall remind Deans and Department Heads of this policy regarding memorial resolutions.	upcoming Senate meeting. During the Senate meeting, names of colleagues for whom memorial resolutions have been submitted are announced, and a moment of silence is observed. After the Senate meeting, the Secretary of Faculties sends a letter to the family with condolences and indicates that the resolution is now included in the Senate record/minutes. The Steering Committee, with the assistance of the Secretary of Faculties, should remind Deans and Department Heads of this policy on memorial resolutions each year.
c) The Steering Committee may schedule an annual report of each of the Senate committees to the Senate.	c) The Steering Committee may schedule an annual report of each of the Senate committees to the Senate.
d) The various councils will be requested by the Steering Committee to inform the Senate of their activities, studies, and recommendations at fixed intervals to be established by the Steering Committee.	d) The Steering Committee requests a report from all Senate committees (and through them, their respective Faculty committees) to inform the Senate of their activities, studies, and recommendations, at fixed intervals that the Steering Committee will establish.
e) The Steering Committee shall receive communications from any faculty member or group of members who wish to present any proposal before any meeting of the Senate. The Steering Committee shall: 1. Place such a proposal on the agenda of the next regular meeting of the Senate which follows receipt of the proposal by fifteen or more days, or, if that agenda is full, on the agenda of the next regular Senate meeting or 2. Place the proposal before a special session of the Senate called by an appropriate means or 3. Refer the proposal to one or more other Senate committees for study or 4. Refer the proposal to an existing council or University committee which shall then refer the matter with its recommendations to the appropriate Senate committee. If a proposal is received by or referred to a council or to a Senate or University	e) The Steering Committee may receive communications from any faculty member or group of members who wish to present any proposal before any meeting of the Senate. The Steering Committee does one of the following: 1) Places such a proposal on the agenda of the next regular meeting of the Senate that follows receipt of the proposal by fifteen or more days, or, if that agenda is full, on the agenda of the next regular Senate meeting; or 2) Places the proposal before a special session of the Senate called by an appropriate means; or 3) Refers the proposal to one or more other Senate committees for study; or 4) Refers the proposal to an existing Faculty committee, which then refers the matter with its recommendations to the appropriate Senate committee. For proposals received by or referred to a Senate or University committee for study,

committee for study, the committee concerned shall submit its recommendations concerning the proposal, together with the proposal in its proposer's original or amended form to the Steering Committee within ninety days from the date of referral. The Steering Committee will then be required to inform the proposer of the recommendations and, unless the proposer desires otherwise, to place proposal and any committee recommendations regarding the proposal on the agenda of the next regular meeting of the Senate which is to convene fifteen or more days thereafter.	that committee submits its recommendations on the proposal, together with the proposal in its proposer's original or amended form, to the Steering Committee within ninety days from the date of referral. The Steering Committee informs the proposer of the recommendations and, unless the proposer wishes otherwise, places the proposal and any committee recommendations regarding it on the agenda of the next regular meeting of the Senate that is to convene fifteen or more days thereafter.
f) The Steering Committee shall enable representatives of the Student Senate to present their recommendations at appropriate times to the University Senate for consideration and action. The Steering Committee shall arrange for the Student Senate to report annually to the University Senate on matters of concern to the Student Senate.	f) The Steering Committee enables representatives of PSG and PGSG to present their recommendations at appropriate times to the University Senate for consideration and action. The Steering Committee arranges for PSG and PGSG to report annually to the University Senate on matters of concern to the Student Senate.
g) The Steering Committee should arrange for attendance at the appropriate Senate meeting of any person or persons who may have special resources or insights that might aid the Senate in its deliberations on specific agenda issues.	g) The Steering Committee should arrange for any person or persons with special resources or insights that might aid the Senate in its deliberations on a specific agenda item to attend the appropriate Senate meeting.
h) The Steering Committee shall route to the appropriate Senate committee or committees' documents, proposals of an individual or a group of individuals, or papers on any matters pertaining to Senate affairs.	h) The Steering Committee routes documents, proposals of an individual or group, or papers on any matters pertaining to Senate affairs to the appropriate Senate committee or committees.
i) The Steering Committee shall serve to coordinate the activities of the Senate committees on common, related, or interdependent matters. This coordination may be achieved by allocation of matters coming before the Steering Committee to the appropriate one or more committees, by calling for joint committee reports, or by requesting joint Senate or University committee sessions.	i) The Steering Committee coordinates the activities of Senate committees on common, related, or interdependent matters. This coordination may be achieved by allocating matters coming before the Steering Committee to the appropriate one or more committees, by calling for joint committee reports, or by requesting joint Senate or University committee sessions.
j) The Steering Committee may of its own initiative refer to the appropriate Senate committee matters of overall interest to the University or to the Senate. It may request Senate committees to make studies and reports on subjects of concern to the University Senate.	j) The Steering Committee may, on its own initiative, refer matters of overall interest to the University or to the Senate to the appropriate Senate committee or Faculty committee. It may request that Senate committees study and report on subjects of concern to the University Senate.

k) The Steering Committee shall, when requested by the President of the University, refer any problem of overall concern to the appropriate Senate committee and shall report its recommendations to the President. l) The Chairperson of the Steering Committee shall ensure that all University Senate reports and documents are prepared according to the format prescribed in 4.02. m) The Steering Committee shall transmit all University Senate documents to the designated recipient and also determine whether or not appropriate steps are being taken for implementation of the Senate's action. n) The Steering Committee shall maintain an up-to-date record of all matters which are under consideration by Senate committees. This information should be sent to the faculty with the minutes of each regular University Senate meeting. o) The Steering Committee shall have only the powers enumerated by these Bylaws and nothing contained in the powers granted to it shall be interpreted to mean that it has any legislative authority.	k) The Steering Committee, when requested by the President of the University, refers the President's concern to the appropriate Senate committee and reports its recommendations to the President. l) The Chairperson of the Steering Committee ensures that all University Senate reports and documents are prepared according to the format prescribed in 4.02. m) The Steering Committee, with the assistance of the Secretary of Faculties, transmits all University Senate documents to the designated recipient and also determines whether appropriate steps are being taken to implement the Senate's action. n) The Steering Committee maintains an up-to-date record of all matters under consideration by Senate committees. This information should be sent to the faculty with the minutes of each regular University Senate meeting. o) The Steering Committee has only the powers enumerated by these Bylaws, and nothing contained in the powers granted to it should be interpreted to mean that it has any legislative authority.
5.20 *The Nominating Committee* The Nominating Committee shall consist of nine Senators. An Executive Secretary appointed by the President on the recommendation of the Nominating Committee shall serve as an *ex-officio* member without a vote.	5.20 *The Nominating Committee* The Nominating Committee consists of nine Senators. The Secretary of Faculties serves as an ex officio member, without a vote.
5.21 *Duties and Responsibilities* The duties of the Nominating Committee are to: a) Nominate elective members for all Senate committees which may require the Nominating Committee to assign senators to fill Senate committee seats when the number of Senators volunteering is not sufficient to fill all required Senate committee seats. b) Nominate members, after consultation with the appropriate Senate committee, to the various faculty committees. Nominees to the Faculty Committee on Censure and Dismissal Proceedings and the University Grade Appeals Committee shall be presented to the Senate for	5.21 *Duties and Responsibilities* The duties of the Nominating Committee are to: a) Nominate elective members for all Senate committees that may require the Nominating Committee to assign Senators to fill Senate committee seats when too few Senators volunteer to fill all required Senate committee seats. b) Nominate members to the various Faculty committees, with consultation of the appropriate Senate committee.

election, such election to constitute final approval.

c) Annually solicit from the faculty, by mail questionnaire, information concerning faculty preferences and qualifications for committee assignments.

d) Propose to the Senate, Advisors and their committee assignments in accord with Sections 2.00c and 5.02

5.30 *The Equity and Diversity Committee (EDC)*

The Equity and Diversity Committee shall consist of 13 Senators, 3 Advisors, and 3 students (two undergraduate students and one graduate student). Two established *ex-officio* members shall be the Provost of the University or designee and the Vice Provost for Faculty Affairs. Additional *ex-officio* members shall be invited as deemed appropriate by the EDC. The Purdue Student Government shall recommend the undergraduate students and the Purdue Graduate Student Government shall recommend the graduate student. Each student so chosen shall serve for a term of one year. Any member absent for more than two meetings will forfeit membership on the Committee.

5.31 *Duties and Responsibilities*

The Senate's Equity and Diversity Committee shall provide guidance in all aspects of climate, recruitment, retention, inclusion, and equal opportunities for access and success. To this end, the duties of the EDC are to:

a) Pro-actively engage with other university units, department and/or organizations to promote a climate of inclusion.

b) Seek to increase cultural awareness, respect and inclusion of all groups—including traditionally underrepresented groups based on cultural, ethnic, language, gender, and/or sexual orientation status and all others noted in Purdue's nondiscrimination policy.

c) Review Purdue University's programs for the recruitment and retention of faculty, staff, and students.

d) Advise the Senate regarding issues of prohibited discrimination, equal opportunity, outreach and related matters.

c) Annually solicit from the faculty information about faculty preferences and qualifications for committee assignments.

d) Propose Advisors and their committee assignments to the Senate in accord with Sections 2.00 c and 5.02.

5.30 *The Equity, Diversity, and Inclusion Committee*

The Equity, Diversity, and Inclusion Committee (EDIC) consists of thirteen Senators, three Advisors, and three students (two undergraduate students and one graduate student). The Provost of the University or designee and the Vice Provost for Faculty Affairs or designee are established ex officio members. Additional ex officio members are invited as the EDIC deems appropriate. The PSG recommends the undergraduate students, and the PGSG recommends the graduate student. Each student so chosen serves for a term of one academic year. Any member absent for more than two meetings during a single academic year may forfeit membership on the EDIC.

5.31 *Duties and Responsibilities*

The EDIC provides guidance in all aspects of climate, recruitment, retention, inclusion, and equal opportunities for access and success. To this end, the duties of the EDIC are to:

a) Proactively engage with other university units, departments, and/or organizations to promote a climate of inclusion.

b) Seek to increase cultural awareness, respect, and inclusion of all groups — including traditionally underrepresented groups based on culture, ethnicity, language, gender, and/or sexual orientation status, and all others noted in Purdue's nondiscrimination policy.

c) Review Purdue University's programs for the recruitment and retention of faculty, staff, and students.

d) Advise the Senate regarding issues of prohibited discrimination, equal opportunity, outreach, and related matters.

e) Initiate joint explorations and investigations with other Senate

e) Initiate joint explorations and investigations with other Senate Standing Committees to ensure diversity and equity issues are integrated throughout Senate deliberations. f) Encourage diverse representation of multiple perspectives across Senate and other university committees.	Standing committees to ensure that diversity and equity issues are integrated throughout Senate deliberations. f) Encourage diverse representation of multiple perspectives across Senate and other university committees.
5.40 *The Student Affairs Committee* The Student Affairs Committee shall consist of thirteen Senators and three Advisors. Six student members are also to serve on the committee, five undergraduate students selected by the Student Senate and one graduate student selected by the graduate student organization approved by the Graduate Council. The University Senate Nominating Committee shall present this slate of six student nominees to be elected by the University Senate at that meeting of the Senate at which Senators are normally elected to fill vacancies on standing committees. Each student so elected shall serve for a term of one year.	5.40 *The Student Affairs Committee* The Student Affairs Committee consists of thirteen Senators and three Advisors. Six student members also serve on the committee: five undergraduate students selected by the PSG and one graduate student selected by the PGSG. Each student so elected serves for a term of one year.
5.41 *Duties and Responsibilities* The Student Affairs Committee shall be concerned with matters having to do with the general social, cultural, and practical welfare of all students of the University. Specific non-classroom matters of concern to this committee shall include, but not be limited to: University Placement Service, intercollegiate athletics, counseling, scholarships, loans, conduct and discipline, health, living conditions, student political activities and organizations, Student Senate actions and recommendations, extracurricular activities, provision of equal rights and opportunities, and any other matters which would enhance the University environment of the student for learning and living.	5.41 *Duties and Responsibilities* The Student Affairs Committee is concerned with matters related to the general social, cultural, and practical welfare of all students of the University. Specific non-classroom matters of concern to this committee include, but are not be limited to, University Placement Service, intercollegiate athletics, counseling, scholarships, loans, conduct and discipline, health, living conditions, student political activities and organizations, Student Senate actions and recommendations, extracurricular activities, provision of equal rights and opportunities, and any other matters that would enhance students' university environment for learning and living.
5.50 *The Faculty Affairs Committee* The Faculty Affairs Committee shall consist of thirteen Senators and two Advisors.	5.50 *The Faculty Affairs Committee* The Faculty Affairs Committee consists of thirteen Senators and two Advisors.
5.51 *Duties and Responsibilities* The Faculty Affairs Committee shall be concerned with those matters which pertain	5.51 *Duties and Responsibilities* The Faculty Affairs Committee is concerned with matters that pertain primarily to the responsibilities, rights, privileges, opportunities, and welfare of the faculty,

primarily to the responsibilities, rights, privileges, opportunities, and welfare of the faculty, collectively and as individuals. Such items as tenure, procedures for academic promotions, orientation of new faculty members, insurance and health program planning, academic responsibilities, and standards of appointment are topics which fall within the area of responsibility of the Faculty Affairs Committee.	collectively and as individuals. Topics in its of responsibility include tenure, procedures for academic promotions, orientation of new faculty members, insurance and health program planning, academic responsibilities, and standards of appointment.
5.60 *The Educational Policy Committee* The Educational Policy Committee shall consist of thirteen Senators, three Advisors, three students (two under-graduates; one graduate), and ex-officio members as deemed appropriate by the EPC. The Purdue Student Senate shall recommend the undergraduate students and the Purdue Graduate Student Government shall recommend the graduate student. The University Senate Nominating Committee shall present this slate of three student nominees to be elected by the University Senate at that meeting of the Senate at which Senators are normally elected to fill vacancies on standing committees. Each student so elected shall serve for a term of one year.	5.60 *The Educational Policy Committee* The Educational Policy Committee (EPC) consists of thirteen Senators, three Advisors, three students (two undergraduate students and one graduate student), and ex officio members as the EPC deems appropriate. The
5.61 Duties and Responsibilities The Educational Policy Committee shall be concerned with, but not limited to: improvement of instruction, grades and grading, scholastic probation, dismissal for academic reasons and reinstatement, standards for admission, academic placement, the academic calendar, policies for scheduling classes, honors programs general educational policy, general research policies, military training programs, general curriculum standards, coordination of campus and extension curricula, general academic organization, and interdepartmental and inter-institutional research and education programs.	*5.61 Duties and Responsibilities* The EPC is concerned with, but not limited to, consideration of the following matters: improvement of instruction, grades and grading, scholastic probation, dismissal for academic reasons and reinstatement, standards for admission, academic placement, the academic calendar, policies for scheduling classes, honors programs general educational policy, general research policies, military training programs, general curriculum standards, coordination of campus and extension curricula, general academic organization, and interdepartmental and inter-institutional research and education programs.
5.70 The University Resources Policy Committee The University Resources Policy Committee shall consist of thirteen Senators, two Advisors and three students (two undergraduates; one graduate). The Purdue Student Senate shall recommend the undergraduate students and the graduate student organization approved by the	*5.70 The University Resources Policy Committee* The University Resources Policy Committee consists of thirteen Senators, two Advisors and three students (two undergraduate students and one graduate student). The PSG recommends the undergraduate students, and the PGSG recommends the graduate student. Each student so elected serves for a term of one year.

Graduate Council shall recommend the graduate student. The University Senate Nominating Committee shall present this slate of three student nominees to be elected by the University Senate at that meeting of the Senate at which Senators are normally elected to fill vacancies on standing committees. Each student so elected shall serve for a term of one year.	
5.71 Duties and Responsibilities The University Resources Policy Committee shall be concerned with, but not limited, to, consideration of the following matters: planning optimal utilization of the physical facilities of the University, including buildings, the library, scientific and other equipment and educational aids; studies of staff needs, utilization, and planning; interdepartmental cooperation of improved facilities and staff utilization; and nonacademic planning, including architecture, landscaping, parking, and traffic.	*5.71 Duties and Responsibilities* The University Resources Policy Committee is concerned with, but not limited, to, consideration of the following matters: planning optimal utilization of the physical facilities of the University, including buildings, the library, scientific and other equipment and educational aids; studies of staff needs, utilization, and planning; interdepartmental cooperation of improved facilities and staff utilization; and nonacademic planning, including architecture, landscaping, parking, and traffic.
5.80 The Advisory Committee The Advisory Committee shall consist of the President of the University, the chief academic officer of the University, the Chairperson of the Senate (see 3.21c), the Vice Chairperson of the Senate, the past Chairperson of the Senate, the Secretary of the Senate (see 3.31), the several chairpersons of the Senate to provide at least one representative from each faculty unit (see 2.00b 5). (Senators from each unit not represented by a committee Chairperson will elect one of their number to serve.)	*5.80 The Advisory Committee* The Advisory Committee consists of the President of the University, Chief Academic Officer of the University, Chairperson of the Senate (see 3.21 c), Vice Chairperson of the Senate, past Chairperson of the Senate, Secretary of Faculties (see 3.31), and at least one representative from each faculty unit from among the chairpersons of Senate Standing committees (see 2.00 b 6). Senators from each unit not represented by a committee Chairperson will elect one of their number to serve.
5.81 Duties and Responsibilities The Advisory Committee shall meet on call of the Chairperson of the Senate, the President, the Board of Trustees, or at the request of any three members of the committee, to advise regarding any matter of concern to the faculty.	*5.81 Duties and Responsibilities* The Advisory Committee meets monthly during the academic year to advise the Administration regarding any matter of interest to the Administration or concern to the faculty. The conversation is confidential and minutes are not taken.
5.90 Special Committees Special committees shall be appointed by the President of the University to accomplish a specific purpose (see 5.01).	5.90 Special Committees Special committees are appointed by the President of the University to accomplish a specific purpose (see 5.01).
5.91 Duties and Responsibilities Special committees of the Senate shall have such powers and perform such duties and act for such times as are designated in the resolutions calling for their appointment,	5.91 Duties and Responsibilities Special committees of the Senate have such powers, perform such duties, and act for such times as designated in the resolutions calling for their appointment, except that no such committee may be formed to perform any regular duties already specifically assigned to a Senate Standing

except that no such committee shall be formed to perform any regular duties already specifically assigned to a Senate committee. A special committee shall have tenure only during the academic year in which it is authorized, unless a definite term is specified in the authorizing motion or it is continued by action of the Senate.	committee. A special committee has tenure only during the academic year in which it is authorized, unless the authorizing motion specifies a definite term or Senate action continues it.
ARTICLE VI *LEGISLATIVE REVIEW BY THE UNIVERSITY FACULTY* 6.00 Senate actions are subject to review and check of the University faculty through the following procedures: a) Any action taken by the Senate may be returned to the Senate for mandatory reconsideration if, within two weeks after the Senate minutes covering the action have been posted to the faculty, a petition by at least seventy-five faculty members stating the objections of the petitioners is received by the presiding officer of the Senate or, if absent from the campus, by the Chairperson of the Steering Committee. In such a case, a meeting of the Steering Committee shall be held as soon as possible. The Steering Committee shall determine the most effective method for consideration of the objections stated in the petition. It shall schedule the petition for consideration by the Senate at the earliest regular meeting, consistent with due consideration of the petition by an appropriate committee, or at a special meeting of the Senate called for an earlier date. b) At any convocation of the University faculty, past actions of the Senate may be brought to the floor for discussion. If a majority of those present rejects a previous action of the Senate, the Senate must reconsider its action at its next regular meeting. The Steering Committee will place the matter on the agenda for the next regular meeting of the Senate for reconsideration. If the agenda for the next Senate meeting has already been distributed, the Steering Committee shall attempt to give due notice to all members of the Senate and shall also attempt to arrange for appropriate	*ARTICLE VI* *LEGISLATIVE REVIEW BY THE UNIVERSITY FACULTY* 6.00 *Faculty Review of Senate Action* Senate actions are subject to review and check of the University faculty through the following procedures. a) Any action taken by the Senate may be returned to the Senate for mandatory reconsideration under these conditions: Within two weeks of when the Senate minutes covering the action are posted to the faculty, a petition by at least 75 faculty members stating their objections is received by the presiding officer of the Senate or, if the presiding officer is absent from the campus, by the Chairperson of the Steering Committee. In such a case, the Steering Committee meets as soon as possible. The Steering Committee determines the most effective method to consider the objections stated in the petition. It schedules the petition for Senate consideration at the earliest regular meeting, consistent with due consideration of the petition by an appropriate committee, or at a special meeting of the Senate called for an earlier date. b) At any convocation of the University faculty, past actions of the Senate may be brought to the floor for discussion. If a majority of those present rejects a previous action of the Senate, the Senate must reconsider its action at its next regular meeting. The Steering Committee places the matter on the agenda for reconsideration at the next regular Senate meeting. If the agenda for the next Senate meeting has already been distributed, the Steering Committee attempts to give due notice to all members of the Senate and also attempts to arrange for

committee consideration of the matter at issue. If, in either of the above two procedures, the Senate reaffirms its original action in unamended form, the issue must be submitted, along with the appropriate documents summarizing the opposing views, to a mail ballot of the University faculty. The result of the ballot shall be acceptance or final rejection of the Senate's reaffirmed action. The Steering Committee shall make appropriate arrangements for the handling of the mail ballot. It shall arrange for preparation of documents summarizing opposing views on this matter by appropriately selected individuals or groups of individuals; it may allow the presentation of a variety of views if proponents of these views present appropriate documents. The mail ballot must be sent out within two weeks of the Senate's reaffirming action, or at least five days before the date of the spring commencement, whichever is earlier. The decision of the majority voting on such a ballot within two weeks of its mailing shall be final.	appropriate committee consideration of the matter at issue. If, in either of the above two procedures, the Senate reaffirms its original action in unamended form, the issue must be submitted, along with appropriate documents summarizing the opposing views, to the University faculty for electronic vote. The result of the vote is acceptance or final rejection of the Senate's reaffirmed action. The Steering Committee shall arrange for preparation of documents summarizing opposing views by appropriately selected individuals or groups of individuals; it may allow the presentation of a variety of views if proponents of these views present appropriate documents. The vote must be posted within two weeks of the Senate's reaffirming action, or at least five days before the date of the spring commencement, whichever is earlier. The decision of the majority voting on such a ballot within two weeks of its posting is final.
ARTICLE VII *PARLIAMENTARY AUTHORITY* 7.00 The first edition (2012) of The *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* governs this Senate in all parliamentary situations that are not provided for in the University code or in these Bylaws.	*ARTICLE VII* *PARLIAMENTARY AUTHORITY* 7.00 *Authority on Parliamentary Procedure* The first edition (2012) of The *American Institute of Parliamentarians Standard Code of Parliamentary Procedure* governs this Senate in all parliamentary situations that are not provided for in the University Code or in these Bylaws.
ARTICLE VIII AMENDMENTS 8.00 Amendments to these Bylaws of the University Senate, consistent with the University Code, may be adopted by a vote of two-thirds of those Senators present and voting at a regular meeting of the Senate provided that the proposed amendment has been: 1) distributed with the agenda of the preceding, regularly scheduled meeting of the Senate and 2) discussed at that preceding meeting. Suspension of rules is not permitted in considering proposed amendments to the Bylaws.	ARTICLE VIII AMENDMENTS 8.00 *Amendments to the Bylaws* Amendments to these Bylaws of the University Senate, consistent with the University Code, may be adopted by a vote of two-thirds of those Senators present and voting at a regular meeting of the Senate, provided the proposed amendment has been distributed with the agenda of the preceding, regularly scheduled meeting of the Senate; and discussed at that preceding meeting. Suspension of rules is not permitted in

	considering proposed amendments to the Bylaws.

Committee Votes:

For:	**Against:**	**Abstained:**	**Absent:**
Charlie Bouman		Peter Hollenbeck*	
Min Chen		Lisa Mauer*	
Sharon Christ			
Bruce Craig			
Alexander Francis			
Stephen Hooser			
Ralph Kaufmann			
Jozef Kokini			
David Koltik			
Seokcheon Lee			
Brian Richert			
John A. Springer			
Steve Yaninek			

* Indicates Advisor
Indicates Chair