

Northwestern University
Minutes of the Faculty Senate Meeting
Pancoe Auditorium - Evanston, Wieboldt Hall 421 - Chicago
November 5, 2014

The Faculty Senate meeting of November 5, 2014 took place on the Evanston Campus in Pancoe Auditorium and on the Chicago Campus in Wieboldt Hall 421. Chair Stephen Eisenman called the meeting to order at 5:10 PM. There were 57 of 77 members in attendance, with 37 attendees in Evanston, 8 in Chicago, and 12 participating off-site. The quorum of fifty-one percent was met. Also in attendance were the immediate past chair and two Northwestern Emeriti Organization representatives, all serving as honorary members of the Faculty Senate.

1. Welcome by Stephen Eisenman, Chair

Chair Stephen Eisenman welcomed Senators and made the opening remarks.

2. Honorary Degree Presentation, Sandy Waxman, Committee Chair

Sandy Waxman, Chair of the Honorary Degree Committee presented the 2015 nominees for Honorary Degree. Senators asked questions and made remarks. Subsequent to the discussion each senator was given a ballot and a vote was taken.

3. Chair's Report/Remarks, Stephen Eisenman

A. Fall Executive committee meeting with the Administration report: Chair Eisenman talked about the outcome of the extremely productive Executive committee meeting. He presented, point by point, each discussion topic and referred Senators to the full written report that also contains a list of action items resulting from the discussion with Senior Administrators. Senate action items include:

- **All Senators – Faculty Club:** Look into other potential locations for faculty club, including Faculty Commons on the 4th floor of Tech, the new Student Center (Campus Center, at least 5 years until completion), Allen Center. Before any facility is selected, a business plan is needed.
- **Senate Leadership:** (1) Contact Committee on Athletics and Recreation: Ask them to generate a report to be distributed to faculty. (2) Contact Bill Rogerson, chair of the Faculty Distance Learning Workgroup for report and possible presentation to the Faculty Assembly and Senate.
- **Budget Committee – Chair Ezra Getzler:** Investigate whether Northwestern should allocate more resources to recruiting low-income students (cost-benefit analysis, implications/fairness for other students).
- **Educational Affairs Committee – Chair Michele McDonough:** (1) Consider how faculty can be more engaged in recruiting and especially in ensuring the success of low-income students. (2) How can Northwestern improve opportunities for low-income graduate students (current support policies only apply to undergraduate students)? (3) Consider if there should be a

reduction in the number of courses needed to graduate. Could the independent study model accommodate extra-curricular (service, community engagement) activity as course credit?

- **Research Affairs Committee - Chair Andre Luiz De Gouvea:** Review violations of the AWA by Northwestern antibodies vendors and implications for NU purchasing. Consider current feasibility of in vitro sourcing. Ask Institutional Animal Care and Use Committee for further information on status of 3Rs protocols.
- **Faculty Rights & Responsibilities Committee – Chair Ed Hughes:** (1) Communicate with Associate Provost Lansdale about resolving any conflicting language concerning email privacy policy and content restrictions on Provost’s or other NU website. (2) Follow up on the updated Title IX policies and protocols.
- **The smoking ban:** Former Senate Chair Sanders will continue to consult with staff and student groups to solicit their support for the Senate approved ban.

B. Search for Associate Provost for Diversity and Inclusion: Chair Eisenman reported that Provost Dan Linzer asked him to solicit nominations for search committee Senate representatives. Senators interested in being involved in the search for Associate Provost for Diversity and Inclusion can contact Diana Snyder or Chair Eisenman.

4. Committee Reports and Motions

A. Educational Affairs Committee: Chair Michele McDonough reported that committee members are narrowing down the list of priorities and topics for the committee to undertake this year. In December she will present the finalized list to the Senate body.

B. Governance Committee Motion First Read: Proposed Senate Bylaw changes: *See appendix 1* Governance Committee Chair Carol Simpson-Stern with the help of committee member Charlotte Crane presented in detail, as a first read, the Governance committee’s proposed changes to the Faculty Senate bylaws to be voted on at the December 3, 2016 Faculty Senate meeting.

A suggestion was made to include changes in *Article III: The Executive Committee, Section 7* that would address instances in which there is no president to transition to past president.

C. Other Reports:

All other committee reports were submitted in writing and are included in the meeting materials.

D. Confirmation by vote of Committee Chairs Edward Hughes and Michele M McDonough:

Motion to ratify Edwards Hughes as Chair of the Faculty Rights and Responsibilities Committee and Michele McDonough as Chair of the Educational Affairs Committee was adopted unanimously.

5. Assembly Meeting: Tues. Nov. 11, 4:15-5:45pm

Chair Stephen Eisenman reminded Senators of the upcoming Assembly meeting and strongly encouraged attendance.

6. Board of Trustees Meeting: Fri. Nov. 21, 12-1:30pm, Allen Center, EV

Senators were reminded that there is still time to RSVP for the upcoming Board of Trustees meeting and encouraged Senator to do so immediately.

7. Upcoming speakers

1. December 3 – Vice President for Global Initiatives, Mary Baglivo, will speak on NU Global Marketing
2. February 4 – Associate Provost, Michael Mills, will speak on low income student admission at NU
3. March 4 – Board of Trustees Chair, William Osborn, open discussion with the Senate

8. Adjournment

There being no further business, the meeting was adjourned at 6:55 PM.

Respectfully submitted,

Diana Snyder

Administrative Coordinator

Appendix 1

Subsequent discussion of the titles of the two top offices (I.e. Chair and Vice Chair) took place and the governance committee now recommends that these titles be changed to President and Vice President and all subsequent references to these officers should use the newly proposed designations. This memorandum will outline some of the decisions to be made by the Governance Committee in developing a solution to the challenges posed by our current Senate bylaws to the regular succession of the leadership of the Senate.

The Senate bylaws can be found at <http://www.northwestern.edu/faculty-senate/about/bylaws.html> . They provide the following provisions that are directly relevant to the problems at hand:

Article III: The Executive Committee

Section 1: *The Executive Committee of the Faculty Senate shall be composed of the Chair, Immediate Past Chair, the Chair Elect (who also serves as Vice-Chair), and the Chairs of the Standing Committees.*

Section 2: *The Chair Elect must be selected from Faculty Senate members who are serving in the first year of their elected term.*

Section 3: *The Chair Elect and the Chairs of the Standing Committees must be selected at the last regular Faculty Senate Meeting in the spring quarter.*

Section 4: *The Executive Committee will serve as a Committee on Committees to take chair nominations from the Standing Committees and present them to the Faculty Senate for confirmation.*

Section 5: *When directed by the Faculty Senate, the Executive Committee may propose meeting with the Board of Trustees or its Executive Committee to discuss matters relevant to the well-being of the University.*

Section 6: *A simple majority of the Executive committee may request a meeting of the executive committee, which consists of the chair, chair-elect, past chair, and the chairs of the standing committees of the Faculty Senate.*

Other possibly relevant provisions (which also may need to be amended) include

Article II: Membership

Section 1: *Each department in the College and in the several Schools of the University shall elect one of its members to the Faculty Senate from among those department members who are members of the Faculty Assembly. In addition, the non-tenure track faculty of each school shall elect one non-tenure track member who is a member of the Faculty Assembly as its representative. Tenured and tenure track faculty are eligible for election immediately upon their University appointment. Non-tenure track faculty who are members of the Faculty Assembly are eligible for election after one year.*

Section 2: *Faculty Senate members will serve for three years, with the exception of the immediate past chair who may at his or her discretion serve as ex officio member for a fourth year.*

Section 3: Each year one third of the members will be chosen in elections supervised by the Faculty Senate in conjunction with the appropriate academic departments. Elections for the following academic year must be completed before the end of the spring quarter.

Section 7: Faculty Senate members may be elected for two consecutive terms. After a two year absence they may be re-elected to serve again.

These skeletal provisions, seem to contemplate that a chair-elect should be determined in the spring of Year 1, who will serve as chair-elect during year 2, as chair in year 3, and as Immediate Past Chair in Year 4. The immediate past chair remains on the executive committee, even if he is no longer an elected member of the Senate because he was not re-elected. Under these rules, presumably Chair-elect when acting as the Vice-Chair acts in the temporary stead of the Chair, for instance, in conducting Senate meetings.

The Problems in the Existing Bylaws. The inter-related problems created by these existing bylaws include:

1. The current bylaws appear to guarantee that the chair-elect will still be a Senate member when her term as Chair begins, by limiting those eligible to serve to those who are just ending their first term. Although this rule (if followed) would prevent a gap in the succession of the leadership of the Senate, it has resulted in too few Senators willing to step forward to serve as Chair. As a consequence, the Chair Elect has not always been selected from those eligible under this rule, and has not always still remained a Senator at the time the term should have begun.
2. There is no provision under which a chair-elect can be selected when none has been selected as anticipated by the end of the spring quarter as anticipated by the bylaws, nor is there a provision for replacing a chair-elect when necessary.
3. The Bylaws are vague regarding the time at which the rising Chair assumes his position, and about the role of the Chair-elect should the Chair not be able to serve his full term.
4. The term of the Chair may be too short.

A relatively simple solution. Most of this can be solved simply by removing the requirement that only someone just completing the first year of her term can be selected as Chair Elect. This simple deletion would greatly expand the number of individuals who would be eligible to serve as Chair. The problem presented by the possibility that this individual will no longer be the elected representative of their school/department can be eliminated by the same type of language used to extend the term of the Immediate Past Chair.

If such an extension were provided for, several questions would remain:

- (1) Whether that individual would be eligible to be elected from her department during the extended time, and when they would be eligible again to run from her department
- (2) whether they would be regular voting members of the Senate itself during the extended time if they were not the elected representative of their school/department.

There is language offered below to effectuate this relatively simple proposal. It would provide for an automatic extension for the time necessary to serve as Chair Elect and Chair, and Immediate Past Chair, and would permit the appropriate department either to elect this individual or another individual in the ordinary course. It includes language that will allow us to provides for when the terms of officers should begin, and provides for new selections that will allow orderly succession when vacancies occur.

This proposal does not explicitly correct the “too-short-a-term” question. But, especially if combined with clearer rules about the timing of the succession, it would go a long way toward alleviating the sense that a Senate Chair would have too little time to prove effective in initiating and implementing any change. The Chair Elect would not be new to the Senate, and would effectively have three years (as Chair Elect, Chair, and immediate past Chair) to influence both the Senate and the University at large. Furthermore, it is not clear that an extended term for the Chair—even if it were only extended to two years—would be sensible. If the Chair’s term were extended to two years, then the terms of both the Chair Elect and the Immediate Past Chair would have to be similarly extended, unless there were to be a vacancy in either of these positions. Six years seems like an extraordinarily long commitment to expect a faculty member to be able to keep—and might lead to voluntary resignations that would disrupt the succession more than the uncertainty regarding reelection would.

Language implementing this proposed solution. *The following shows the changes that are contemplated by the above discussion, underlining indicates new language; strikethrough indicates language to be omitted.*

Article III: The Executive Committee

Section 1: *The Executive Committee of the Faculty Senate shall be composed of the Chair, Immediate Past Chair, the Chair Elect (who also serves as Vice-Chair), and the Chairs of the Standing Committees. The terms of these officers shall begin on [July 1, August 1, September 1].*

Section 2: *The Chair Elect must be selected from Faculty Senate members. who are serving in the first year of their elected term.*

Section 3: *The Chair Elect and the Chairs of the Standing Committees must be selected at the last regular Faculty Senate Meeting in the spring quarter.*

Section 4: *The Executive Committee will serve as a Committee on Committees to take chair nominations from the Standing Committees and present them to the Faculty Senate for confirmation.*

Section 5: *When directed by the Faculty Senate, the Executive Committee may propose meeting with the Broad of Trustees or its Executive Committee to discuss matters relevant to the well-being of the University.*

Section 6: *A simple majority of the Executive committee may request a meeting of the executive committee, which consists of the chair, chair-elect, past chair, and the chairs of the standing committees of the Faculty Senate.*

Section 7: *In the event of vacancy in the position of Chair, the Chair Elect will serve as Chair for the remainder of that academic year and for the academic year in which they would have normally served. In the event of a vacancy in the position of Chair Elect, the Senate shall select a new Chair Elect at its*

next regularly scheduled meeting, or if no such meeting is scheduled before six weeks will pass, at a special meeting of the Senate announced no less than three weeks prior to such meeting. In the event of a vacancy in a Chair of a Standing Committee, the Executive Committee will act in accordance with Section 4 above, at the time of the next regularly scheduled meeting of the Senate.

Other possibly relevant provisions (which also may need to be amended) include

Article II: Membership

Section 1: Each department in the College and in the several Schools of the University shall elect one of its members to the Faculty Senate from among those department members who are members of the Faculty Assembly. In addition, the non-tenure track faculty of each school shall elect one non-tenure track member who is a member of the Faculty Assembly as its representative, and the Northwestern Emeriti Organization shall elect one of its members as its representative. Tenured and tenure track faculty are eligible for election immediately upon their University appointment. Non-tenure track faculty who are members of the Faculty Assembly are eligible for election after one year.

Section 2: Faculty Senate members will serve for three years, with the exception of the Senator selected to serve as Chair Elect, the Chair and the immediate past chair who may at his or her discretion will serve as ex officio a member for a fourth year such additional years as required to serve a full year as Chair Elect, a second full year as Chair, and a third full year as Immediate Past Chair. During any part of this term that extends beyond the term for which the Senator was originally elected, the appropriate academic unit may elect another representative. During any extension of a Senator's term under this section, the Senator will be treated as if an elected member of the Senate for all other purposes.

Section 3: Each year one third of the members will be chosen in elections supervised by the Faculty Senate in conjunction with the appropriate academic departments. Elections for the following academic year must be completed before the end of the spring quarter.

Section 7: Faculty Senate members may be elected for two consecutive terms. After a two year absence they may be re-elected to serve again.

Article VII

Section 2: The bylaws may be adopted or amended by a two thirds vote of the full membership of the Faculty Senate provided that the proposed bylaws or amendments were submitted in writing to the Faculty Senate at a prior meeting. If a proposed bylaw is approved under the ordinary voting rules outlined under section 4 of Article IV, the remaining required votes may be submitted by electronic means within two weeks of the meeting at which the initial vote is taken.

Addendum

The Procedural Rules governing the amendment of the Faculty Senate Bylaws and Standing Rules. The rules that govern the Faculty Senate are found in its Bylaws. According to their terms,

Bylaws can be amended under Article VI only if (1) notice [was] given at a prior meeting, and (2) approval [was indicated] by "two thirds vote of the full membership of the Faculty Senate."

Under the Article VII of the Bylaws, standing rules for the Faculty Senate can be adopted "by a majority vote of the Faculty Senate." The difference in this language compared to the above language regarding changes in the bylaws in Article VI implies that such a change needs only the approval of majority of those attending a Faculty Senate meeting, rather than two-thirds of the full membership. And there is no requirement of notice at a prior meeting, so the adoption of such a rule could be our first order of business. Under Section 3 of Article VII, standing rules "must be consistent with the University's Statutes and the Faculty Senate Bylaws."