

INDIANA UNIVERSITY - PURDUE UNIVERSITY
AT FORT WAYNE
2101 COLISEUM BOULEVARD EAST
FORT WAYNE, INDIANA 46805

THE SENATE

MEMORANDUM

TO: The Faculty
B. Blauvelt
FROM: Barbara Blauvelt, Secretary of the Faculty
DATE: November 1, 1984

On April 9, 1984, the Senate approved an amendment to the Constitution of the Faculty (see SD 83-16). To complete the amendment process, the document was approved by the Purdue University Board of Trustees on September 14, 1984, and by President John Ryan on August 28, 1984, and official notice is now being given to IPFW faculty. Attached is a copy of SD 83-16 along with the amended page of the Constitution.

Also attached is a copy of Senate Document SD 84-5. You will find this resolution in the text of the minutes of September 17 and 24, but it should have been assigned a document number.

TO: Fort Wayne Senate

FROM: Rules Committee

DATE: March 16, 1984

SUBJECT: Proposed amendment to the Constitution

DISPOSITION: To the Nominations and Elections Committee for submission to the Faculty for approval by secret mail ballot; upon approval, to the boards of trustees for acceptance; upon acceptance, to the Faculty for information and to the presiding officer for implementation

Resolved, That the Senate endorse the following change in Section VII.A.5. of the Constitution of the Faculty of Indiana University-Purdue University at Fort Wayne (Indiana FWSD 80-2, Purdue FWSD 80-3):

From: . . . The names of the incoming Senators shall be made known to the Secretary of the Senate by April 1.

To: . . . The names of the incoming Senators shall be made known to the Secretary of the Senate by March 15.

Approving

Absent

R. Emery
S. Hollander
J. Lichti

R. Wall

Attachment (below)

TO: Steve Hollander, Chair
Rules Committee

FROM: Joyce Stauffer, Chair *JS*
Nominations and Elections Committee

DATE: February 23, 1984

SUBJECT: Constitution Change

I would appreciate it if the Rules Committee would consider a change in Section VII, A, 5 of the Constitution. The last sentence now reads:

The names of the incoming Senators shall be made known to the Secretary of the Senate by April 1.

For the reasons given below, I suggest the following change:

The names of the incoming Senators shall be made known to the Secretary of the Senate by March 15.

The April 1 deadline does not give the Nominations and Elections Committee enough time to meet the other requirements of the Constitution and Bylaws: that we are to solicit the new Senate members' committee preferences, choose the nominees, and circulate the slate with the agenda one week in advance of the April Senate meeting.

In addition, if we are to offer a choice on the ballot, we need to use almost all of the new members for candidates. At full strength we have only 47 elected Senators to choose from for 44 committee positions.

5. **Nomination and Election.** Apportionment for the following academic year shall be made known to the major academic/administrative units by March 1. Methods of nomination and election and of filling seats vacated before the end of a term shall be proposed and implemented by the Instructional Faculty of those units, according to generally accepted principles of democratic representation. Such methods must have been approved by the Senate. The names of the incoming Senators shall be made known to the Secretary of the Senate by March 15.

B. Organization

1. **Officers.** The Officers of the Senate shall be the Presiding Officer, the two Speakers of the Faculty, the Parliamentarian, and the Secretary.
- a. **Presiding Officer.** The Presiding Officer of the Senate shall be the Presiding Officer of the Faculty.
 - b. **The Speakers of the Faculty.**
 - c. **Parliamentarian.** The Parliamentarian shall be selected by the Agenda Committee of the Senate for a one-year term beginning with the fall Senate. The Parliamentarian shall give to the Senate and its officers procedural advice concerning the conduct of business according to the rules of order and bylaws adopted by the Senate.
 - d. **Secretary.** The Secretary shall be a non-Faculty professional selected by the Agenda Committee whose duties include, but are not limited to
 - (i) Circulating notice of meetings and agendas
 - (ii) Informing the Presiding Officer of the presence of a quorum
 - (iii) Recording the attendance of Senators, guests and visitors
 - (iv) Keeping, producing and circulating minutes of all Faculty Convocations and Senate meetings
 - (v) Maintaining Senate Committee records and reports
2. **Meetings of the Senate**
- a. **Regular Meetings.** The Senate shall meet to conduct its business at least once a month during the academic year.
 - b. **Special Meetings.** Upon petition by twenty percent of the Faculty, a special meeting of the Senate shall be called within a time limit determined by the bylaws adopted by the Senate. The Agenda Committee may also call a special meeting. In either case, written notice must be given at least forty-eight hours in advance of the meeting, and only those items listed on the agenda distributed with the meeting notice may be considered.

3. Committees of the Senate. In order to exercise more effectively its rights and responsibilities, the Senate shall create appropriate committees. It may delegate specific Senate powers to these groups, but the Senate retains the right to amend any actions of its committees. The committees of the Senate shall include, but not be limited to, the following:

a. Committees on Institutional Affairs

(i) Indiana University Committee on Institutional Affairs. This Committee shall consider those matters that are clearly relevant only to Faculty members of Indiana University affiliation. The Speaker of the Indiana Faculty shall serve as chairperson, and the four other members shall be elected by the Senators of Indiana University affiliation from among continuing and newly-elected Senators. The elected members shall include no more than two from any of the major academic/administrative units; their terms shall commence with the fall Senate and shall expire with their Senate terms.

(ii) Purdue University Committee on Institutional Affairs. This Committee shall consider those matters that are clearly relevant only to Faculty members of Purdue University affiliation. The Speaker of the Purdue Faculty shall serve as chairperson and the four other members shall be elected by the Senators of Purdue University affiliation from among continuing and newly-elected Senators. The elected members shall include no more than two from any of the major academic/administrative units; their terms shall commence with the fall Senate and shall expire with their Senate terms.

b. Agenda Committee. The Agenda Committee shall consist of the Chancellor and four Senators elected by the Senate. The elected members shall include two of each University affiliation, and no more than one from any major unit; their terms shall commence with the fall Senate and expire with their Senate terms. The Committee shall select its own chairperson. The duties of the Agenda Committee shall include, but not be limited to, the following:

(i) The Committee shall formulate the agenda for each Senate meeting and shall be responsible for the circulation of the meeting agenda at least one week prior to a regular Senate meeting.

(ii) The Committee shall, at the beginning of the academic year, establish and publicize twenty dates during that academic year to be reserved for the conduct of Senate business.

(iii) The Committee may, with the approval of the Senate, recommend a procedure for the efficient conduct of items of business on the agenda.

TO: Fort Wayne Senate
FROM: R. E. Pippert
DATE: September 24, 1984
SUBJECT: Resolution of appreciation
Joseph P. Giusti

WHEREAS Chancellor Joseph P. Giusti served as Presiding Officer of the Fort Wayne Senate at Indiana University-Purdue University at Fort Wayne from 1979 until 1984; and

WHEREAS he acted tirelessly to promote the interests of the campus; and

WHEREAS he has taken leave to serve Indiana University and Purdue University temporarily in a statewide office;

RESOLVED that the Fort Wayne Senate express its appreciation of Chancellor Giusti's efforts on behalf of the campus and its hope for the speedy and successful completion of his special assignment.

TO: Fort Wayne Senate

FROM: Rules Committee

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R. Emery
S. Hollander
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R. Wall

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In addition, if we are to offer a choice on the ballot, we need to use almost all of the new members for candidates. At full strength we have only 47 elected Senators to choose from for 44 committee positions.

MEMORANDUM

TO: The Faculty
FROM: The Nominations and Elections Committee
DATE: April 18, 1984
SUBJ: Amendment to the Constitution

The Senate endorsed, at its April 9, 1984, meeting, the enclosed document which, if approved by the Faculty and the boards of trustees, will amend the Constitution of the Faculty. Please return your ballot in the envelope provided by Wednesday, April 25. Please **sign** the envelope. Ballots received in unsigned envelopes will not be counted.

bb

Enclosure

_____ Yes, I approve of the proposed amendment to the Constitution.

_____ No, I am opposed to the proposed amendment to the Constitution.

MEMORANDUM

TO: Chancellor Joseph P. Giusti
FROM: Barbara Blauvelt, Secretary of the Faculty
DATE: May 4, 1984
SUBJ: Amendment to the Constitution of the Faculty

Joyce Stauffer, Chair of the Nominations and Elections Committee, has informed me that the Faculty has voted to approve the amendment to the Constitution of the Faculty outlined in the attached document. The vote was 168 in favor of the amendment and 3 opposed. According to the document, this amendment must be approved by the boards of trustees. If you have questions, please call me.

