

Senate Reference No. 25-31

MEMORANDUM OF RESOLUTION

TO: Fort Wayne Senate

FROM: J. Nowak, Chair
Executive Committee

DATE: March 27, 2026

SUBJ: Bylaws Scrivener's Errors – April 2026

On October 13, the Senate Bylaws were amended under section VII.C. to include the language:

“The Clerk of the Senate, after consultation with and the approval of both the Parliamentarian and the Executive Committee, may correct, provided they do not change the intended meaning, minor clerical mistakes in this document without Senate approval. If the Clerk, Parliamentarian, and Executive Committee do, they must give written notice to the Senate, detailing the changes.”

Therefore, in the interests of full transparency and openness, the Executive Committee wishes to inform the members of the Senate of the following corrections:

Curriculum Subcommittee (Section III.A.4.)

III.A.4.1.1.2. the Associate Vice Chancellor for Academic Programs; when both the Chief Academic Officer and the Associate Vice Chancellor for Academic Programs attend a eCurriculum **Subcommittee meeting**, only the Chief Academic Officer may participate and vote. When the Chief Academic Officer sends the Associate Vice Chancellor for Academic Programs as their designee, then the designee may participate and vote on both undergraduate and graduate **matters** on behalf of the Office of Academic Affairs;

III.A.4.1.3. five (5) members of the Teaching Faculty (†/‡), elected in such manner that at least four of the major units shall be represented- <delete period> and at least two are from a department that offers a graduate degree and who holds <subject-verb agreement> membership on the graduate faculty.

Other Committees (Section V.A.)

V. OTHER COMMITTEES

A. THE FACULTY ~~MEDIATION~~ **MEDIATION** COMMITTEE

Numbering Issue (Section VI.B.5 and beyond)

5. Purdue University Advisory Committee on Equity

VI.B.5.1. Appointment and term. The Vice-President for Ethics and Compliance of Purdue University appoints, upon the nomination of the PFW Chancellor, a member representing PFW to a three-year term.

VI.B.5.2. Nomination. A shortlist of candidates for nomination by the Chancellor shall be selected by the Faculty Chairs from a panel of nominees solicited by the Nominations and Elections Committee.

VI.B.5.3. Responsibilities. The representative shall have the responsibilities as specified in the “Procedures for Resolving Complaints of Discrimination and Harassment” of Purdue University.

6. Undergraduate Curriculum Council

VI.B.5.4-6.1. Election and term

VI.B.5.4-6.1.1. The PFW representative to the PWL Undergraduate Curriculum Council shall be a member of the Voting Faculty elected to a three-year term starting on the first day of the fall semester following election. The representative may not serve more than two consecutive terms.

VI.B.5.4-6.1.2. The Senate shall fill any vacancy in this position for the remainder of the academic year, in which case a special election among the Voting Faculty shall be held to select a member of the Voting Faculty to complete that term.

VI.B.5.4-6.1.3. In case the normal election procedure fails to produce a representative, the Educational Policy Committee may elect an eligible member from its ranks for a one-year term.

VI.B.5.5-6.2. Responsibilities. The representative shall represent the interests of PFW Faculty to the Council, assume an equitable workload on the Council, and periodically report, but at least once per academic year, to the Faculty on the activities of the Undergraduate Curriculum Council through the Educational Policy Committee. The representative may also seek guidance from the Faculty Chairs, Executive Committee, full Senate, or members of the Faculty at any point during the academic year as circumstances warrant.

6.7. Lecturer Advisory Committee

VI.B.6.7.1. Election and term

VI.B.6.7.1.1. Two (2) PFW representatives to the Purdue University Lecturer Advisory Committee will be appointed by the PFW Chief Academic Officer to staggered three-year terms on the committee. The names of proposed representatives, determined by an election among the Lecturers conducted by the Nominations and Elections Committee, will first be transmitted by the Executive Committee to the Lecturer Advisory Committee for recommendation before being sent to the Chief Academic Officer for appointment. If and when possible, the elected Representative of the Lecturers should be considered for appointment to the Lecturer Advisory Committee.

VI.B.6.7.1.2. Should a vacancy appear in one of the representative positions, the process of appointing a new representative for any remaining time in that term shall proceed as if a representative were being selected for a full term.

VI.B.6.7.2. Responsibilities. The representatives shall represent the interests of PFW Lecturers to the Committee, assume an equitable workload on the Committee, and periodically report, but at least once per academic year, on the activities of the Lecturer Advisory Committee to the Senate through the Executive Committee. The representatives are encouraged to consult with Lecturers as to their needs related to the Committee on a regular basis and may seek guidance from the Faculty Chairs, Executive Committee, or full Senate at any point during the academic year as circumstances warrant.

Please do not hesitate to contact us if you have any questions about this document.

Approved

C. Gurgur

J. McHann

J. Nowak

E. Ohlander

Opposed

Abstention

Absent

Non-Voting

C. Ortsey