

At Last Senate Rules of Order Revealed

As of June 5, 1975, the rules of Senate were finalized by the registrar, Mr. Hennessey, and the president, Mr. Baker, after a three and a half month effort to collect and establish a documented Senate procedure. This was accomplished by sending to each Senate member a questionnaire urging him or her, as the case may be, to make available any Senate rules (established precedents via usage over the last six years); thus the explanation for the considerable lapse of time in the documentation of these rules, supplied by the various members of Senate. The crux of this document is the fact that for the first time in the history of UPEI there has been made available an established Senate procedure whose context shall henceforth dictate the methodology within which Senate functions. As of yet, these regulations have not been ratified by Senate itself, but it does, at present, provide a base from within which the newer members as well as interested students may operate. The bygone days of almost non-existent student participation other than those with seats on Senate are hopefully at an end. It might even encourage a few more faculty members to show up. There need no longer be that lurking doubt in the back of the individual's mind of speaking up for fear of being out of order, thus sounding a bit foreign and being laughed at by Senate (I assure this has happened, however, I'm sure this fact will not deter anyone from voicing their opinion.)

The provisions of these rules opens the door for student involvement within the body that dictates policy making for any and all academic decisions affecting this university. If there are any academic dissenters in the crowd, I wholeheartedly suggest that you retain this issue of the Cadre or drop by the Student Union offices in the basement of Memorial Hall and pick up a copy of these regulations before making your way to the next Senate meeting on Thursday, September 25, 1975 at 2:00 PM in the faculty lounge.

Thanks to the efforts of Mr. Baker and Mr. Hennessey you have been provided with a comprehensive grasp of the mechanics of this revered body known as the UPEI Senate.

Senate Procedures

1. Agenda items are to be sent to the Secretary of Senate 10 days before regular meetings. To date, all items proposed for the agenda have been placed on the agenda.
2. Notice of a regular meeting and papers relevant to that meeting are sent out 7 days before the meeting.
3. Special meetings are called from time to time either to clear up business or in cases of emergency. At special meetings, only those items on the agenda for the special meeting may be discussed.
4. Meeting dates: From 1975 on, regular meeting dates will be included in the Calendar (starting with the 1975-76 Calendar.)
5. The first item of busi-

ness at a meeting is the approval of the agenda. Items may be moved forward in the agenda with the majority support of Senate. Except in emergencies or very special cases where it is impossible to give sufficient notice, Senate does not consider items that are not on the agenda with appropriate notice. On occasion, however, it has discussed items and accepted notices for future meetings.

6. On complex proposals, it has been the practice of Senate to ask the mover to introduce the proposal and then to have general discussion and comment before calling for a second and formal discussion. The purpose of this procedure is to have thorough discussion so that the motion might be modified in the light of

7. It has been the practice of the Chair to recognize everyone who wishes to speak, regardless of whether they are speaking pro or con or whether they have spoken before.
8. It has been the practice of the Chair to recognize members of the University community in the audience, provided there is no objection from the Senate.
9. To avoid wrangles over procedure, it has been the practice of the Chair to make a ruling on procedure, often on the advice of a member of the Senate, and then to invite a challenge of the ruling. Such a challenge does not constitute a motion of non-confidence.

It is a device to avoid procedural dispute.

10. Reconsideration: At present, the Senate has asked for a formal proposal on reconsideration. Earlier, on the understanding that it did not constitute a precedent, Senate decided that a two-thirds vote of those present was necessary for reconsideration.
11. Committees: The Senate received notice of the need to elect the Nominating Committee. Nominations are sent to the Secretary. Further nominations may be taken from the floor, and the election is conducted.
12. The normal procedure for other committees is that Senate refers the matter to its Nominating Committee. The Nominating Committee asks for suggestions and volunteers and posts notices

on the campus seeking volunteers. It then notifies Senate of its nominees. At the appropriate Senate meeting, members may nominate from the floor, and if necessary balloting takes place. On occasion, Senate has delegated to the Nominating Committee the power to set up an ad hoc committee.

13. Open/closed meetings: All meetings of the Senate are open to all members of the University except those that deal with the granting of degrees or in other ways involve the naming of individuals where embarrassment to the individual may be caused by a public meeting (e.g. academic dismissals.)

14. Senate could move into closed session by vote.

15. It has been the practice of Senate that if the Chairman, as a member of Senate, wishes to vote, he votes when everyone else votes. In the event of a tied vote, the motion shall be lost. The Chair shall not act as a tie-breaker. Voting has, in general, been by a show of hands, but any member can ask for a secret ballot or for a recorded vote.

16. Election of the Chancellor: The Chancellor is elected by a committee half from the Board and half from the Senate, plus the President. To date, the President has chaired meetings.

17. Quorum: Senate has been operating with a quorum of 50% of the membership plus one, but, in general, it has tried very hard not to conduct business with a minimum of members.

18. Course proposals: Deans or Faculties should submit to Senate concise summaries of discussion points raised in their Faculties on course proposals at the time of the forwarding of course proposals to the Academic Planning Committee; three copies of the complete proposals should be made available for further information in the Library; course descriptions should accompany the Dean's notes sent to all Senate members; the Academic Planning Committee should similarly forward to all Senate members summaries of additional points raised in their deliberations.

19. Senate has agreed that, in the event of procedural deadlock, the final authority will be Robert's Rules of Order.

