Welcome and Introductions

Senate Executive Committee, 2017-2018

Cheryl Aasheim (CEIT) 2018
Gavin Colquitt (CHHS) 2018
Ted Brimeyer (CLASS) 2019
Bob Jackson (COBA), 2018
Meca Williams-Johnson (COE), 2018
Ed Mondor (COSM) 2019
Harriett Bland (JPHCOPH) 2019
Fred Smith (LIB), 2018

2017-2018 Senate Executive Committee Chair: Robert Pirro (CLASS) 2018
Senate Secretary: Marc Cyr (CLASS) 2018
Senate Librarian: Mark Welford (COSM) 2018
Article V. The Faculty Senate

Section I: The Faculty Senate shall serve as the representative and legislative agency of the faculty. As such, it shall serve as the official faculty advisory body to the President. Within the policy framework of the Board of Regents of the University System of Georgia and with the approval of the President, the recommendations of the Faculty Senate shall be the academic policy of the University to be implemented by the administration. The academic affairs of the University which concern the Faculty Senate and for which it shall be responsible in formulating policies and reviewing procedures include those enumerated powers of the faculty listed in Article IV.
The University *Statutes* take precedence over the Senate *Bylaws*.

The *Statutes* describe, in a nutshell, the University's structure and its governance. Its sections include:

Preamble

Article I: The University  
Article II: The President  
Article III: Academic Administration  
Article IV: The Faculty  
Article V: The Faculty Senate  
Article VI: Academic Colleges and Departments/Schools  
Article VII: Business and Finance Administration  
Article VIII: Student Affairs Administration  
Article IX: Vice President for Research & Economic Development  
Article X: University Advancement  
Article XI: Information Technology Administration  
Article XII: Government Relations and Community Engagement  
Article XIII: Professional/Administration and Staff Employees  
Article XIV: Ratification  
Article XV: Amendments  
Article XVI: Miscellaneous Provisions

One Article, Article V, deals with the Senate. The *Statutes* do not go into as much detail about the Senate as the *Bylaws*; they are more general. *Bylaws* cannot contradict the *Statutes*. Revisions of the *Statutes* must be approved by the faculty, the President, the Chancellor, and the Board of Regents. The *Statutes* were last revised in 2014.
Faculty Senate Bylaws

Bylaws are given the authority to direct the legislative affairs of the Georgia Southern University faculty by Article V, Section 12 of the University Statutes which state: "The Faculty Senate shall operate in accordance with its Bylaws which must be approved by the Corps of Instruction. The Faculty Senate through its Bylaws shall establish standing committees or ad hoc committees to recommend policy and/or procedures on all matters appropriate to each respective area of responsibility. The Faculty Senate reserves the right to resolve all jurisdictional disputes and procedural questions that may arise among the committees."

The purpose of the Bylaws is described in Sections 1 and 2 of Article I of the Bylaws.

The major articles of the Bylaws are:

Article I: Purpose
Article II: Membership and Meetings
Article III: Officers
Article IV: Committees (includes Senate Executive Committee, Standing and Ad Hoc)
Article V: Ratification/revision
Article III is the most lengthy as it charges the committees, which do most of the work of the Senate.

The Bylaws were last revised in April 2015.

There is nothing more specific to the Senate business, structure, and governance than the Bylaws. The are the Senate's Bible, Constitution, and Bill of Rights.
Shared Governance

Structure of the Senate

- Senate Executive Committee: (8 members)
- 59 Senators

- Standing Committees:
  - Academic Standards Committee
  - Faculty Development Committee
  - Faculty Research Committee
  - Faculty Service Committee
  - Faculty Welfare Committee
  - General Education and Core Curriculum Committee
  - Graduate Committee
  - Library Committee
  - Senate Elections Committee
  - Senate Executive Committee
  - Undergraduate Committee
Section 3: Academic Affairs
3.2 Faculties
3.2.1.1 Corps of Instruction
Full-time professors, associate professors, assistant professors, instructors, lecturers, senior lecturers, and teaching personnel with such other titles as may be approved by the Board, shall be the Corps of Instruction. Full-time research and extension personnel and duly certified librarians will be included in the Corps of Instruction on the basis of comparable training. Persons holding adjunct appointments or other honorary titles shall not be considered to be members of the faculty.

3.2.1.3 Other Faculty Members
Research and Regional Universities
In addition to the Corps of Instruction, the faculty will include the president, administrative and academic deans, registrar, librarian, chief fiscal officer, and such other full-time administrative officers as the statutes of the institution may designate as having ex officio faculty status.

Each institution is required to file with the office of the Board of Regents a list of administrative officers that have faculty status (by office, not by name of individual).

State Universities, State Colleges, and Two-Year Colleges
In addition to the Corps of Instruction, the faculty will consist of the president and the full-time administrative officers, and such other full-time administrative officers as the statues of the institution may designate as having ex officio status. Each institution is required to file with the office of the Board of Regents a list of administrative officers that have faculty status (by office, not by name of individual) (BoR Minutes, 1951-52, pp. 314-319; 1952-53, pp. 159-160; 1953-54, p. 225).
On Being an Active Senator: Some Suggestions

➢ Plan to attend all meetings.

➢ Record the two dates for all meetings of the Faculty Senate as they are published in Spring Semester. Senate meetings last from 4-6:00 p.m. (unless members vote to extend the meeting); some meetings reconvene the following day.

➢ As soon as you know that you cannot attend a meeting, contact one of the alternates from your college.

➢ If you are an alternate, attend at least one meeting of the Faculty Senate as an observer. If you have not yet served as a Senator, observing will help you “get your feet wet.” If you have been a Senator in the past, it will acquaint you with the “new Senate.”
2. Stay informed.

➢ Be aware of the *Statutes* and *Bylaws*.

➢ If you are an alternate, attend at least one meeting of the Faculty Senate as an observer. If you have not yet served as a Senator, observing will help you “get your feet wet.” If you have been a Senator in the past, it will acquaint you with the “new Senate.”

➢ Study all of these items and hard copies of the attachments to the agenda prior to the Senate meeting. Be prepared to ask questions. (Links to the attachments are contained in the document.)
3. Seek Information and follow up on that information as needed.

➢ Submit to the Senate Executive Committee (SEC) in a timely manner the necessary request for information or request to place an item on the agenda. (Click on appropriate tab at the top of the Senate SharePoint page.)

➢ If you submit a written request for information prior to a Senate meeting and receive an oral/written report at that meeting, you may want to act upon information included in that report at a subsequent meeting; perhaps by requesting an ad hoc committee to study it, or perhaps by requesting that the information/concern be included on the agenda as an item for discussion, perhaps action.
If you have questions about the decisions made and/or actions taken during a meeting of the Graduate Committee, the Undergraduate Committee, or a Senate committee as reported in documents either prior to or during a particular Senate meeting, you may ask that they be discussed during “New Business” at the same meeting. You may also choose to follow up by submitting one of the formal requests (cf. above) to the SEC prior to a subsequent Senate meeting.

In short, to secure answers to some questions/concerns, you may need to submit a series of requests to the SEC over a period of several Senate meetings.

4. Participate in discussion during Senate meetings.

If you know you have questions, additional information, etc., it is a good idea to draft these for clarity’s sake.
5. Share information with other Senators and colleagues.

➢ Notify colleagues in your department when Senate minutes appear on the web site.

➢ Ask colleague's opinions about issues that are on the agenda.

➢ If there is a department in your college with no Senate representation, identify a colleague there with whom to share information.

➢ Establish a caucus of your college's Senators to discuss potential requests for information, ad hoc committees, and agenda items

6. Have a sense of humor.
## Roberts Rules Abbreviated

<table>
<thead>
<tr>
<th>LANGUAGE</th>
<th>INTERRUPT SPEAKER?</th>
<th>SECOND NEEDED?</th>
<th>MOTION DEBATABLE?</th>
<th>MOTION AMENDABLE?</th>
<th>VOTE NEEDED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Privileged Motions</td>
<td>deal with the welfare of the group, rather than with any specific proposal. They must be disposed of before the group can consider any other motion.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adjourn the meeting</td>
<td>move that we adjourn</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Recess the meeting</td>
<td>move we recess until</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
</tr>
<tr>
<td>Complain about noise, room temperature etc.</td>
<td>Point of privilege</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Subsidiary Motions</td>
<td>provide various ways of modifying or disposing of main motions. They must be acted upon before all other motions except privileged motions.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Suspend debate on a matter without calling for a vote</td>
<td>move we table the matter</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>End debate</td>
<td>move the previous question</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Limit length of debate</td>
<td>move debate on this matter be limited to</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>yes</td>
</tr>
<tr>
<td>Ask for a vote by actual count, to verify a voice vote</td>
<td>call for a division of the house</td>
<td>no</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Postpone consideration of a matter to a specific time</td>
<td>move we postpone the matter until</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Have a matter studied further</td>
<td>move we refer this matter to a committee</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Consider a matter informally</td>
<td>move the question be considered informally</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>no</td>
</tr>
<tr>
<td>Amend a motion</td>
<td>move that this motion be amended by</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Reject a main motion without voting on the motion itself</td>
<td>move the question be postponed indefinitely</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>no</td>
</tr>
<tr>
<td>Incidental Motions</td>
<td>grow out of other business that the group is considering. They must be decided before the group can return to the question that brought them up.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct an error in parliamentary procedure</td>
<td>Point of order</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Object to a ruling by the chair</td>
<td>appeal the chair’s decision.</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>no</td>
</tr>
<tr>
<td>Consider a matter that violates normal procedure, but does not violate the constitution or bylaws</td>
<td>move we suspend the rules</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Object to considering some matter</td>
<td>object to the consideration of this matter</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Obtain advice on proper procedure</td>
<td>raise a parliamentary inquiry</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Request information</td>
<td>Point of information</td>
<td>yes</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Withdraw a motion</td>
<td>request leave to withdraw the motion</td>
<td>no</td>
<td>no</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Main Motions</td>
<td>are the tools used to introduce new business.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduce business</td>
<td>move that</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Take up a matter previously tabled</td>
<td>move we take from the table</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>no</td>
</tr>
<tr>
<td>Reconsider a matter already disposed of</td>
<td>move we reconsider our action relative to</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>no</td>
</tr>
<tr>
<td>Strike out a motion previously passed</td>
<td>move we rescind the motion calling for</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>Consider a matter out of its scheduled order</td>
<td>move we suspend the rules and consider</td>
<td>no</td>
<td>yes</td>
<td>no</td>
<td>no</td>
</tr>
</tbody>
</table>

*But majority vote if someone objects.*
Section 2.0: Institutional Governance

2.5 Presidential Authority and Responsibilities

2.5.1 Executive Head of Institution

(Last Modified on May 28, 2009)

The president of each USG institution shall be the executive head of the institution and of all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the institution. The president shall be responsible to the Chancellor for the operation and management of the institution, and for the execution of all directives of the Board and the Chancellor. The president’s discretionary powers shall be broad enough to enable him/her to discharge these responsibilities (BoR Minutes, 1972-74, pp. 69-71; 1977-78, pp. 167-168; April, 2007, pp. 76-77).
The president shall be the ex-officio chair of the faculty and may preside at meetings of the faculty. The president and/or the president’s designee shall be a member of all faculties and other academic bodies within the institution. He/she shall decide all questions of jurisdiction, not otherwise defined by the Chancellor, of the several councils, faculties, and officers.

The president shall have the right to call meetings of any council, faculty, or committee at his/her institution at any time. The president shall have the power to veto any act of any council, faculty, or committee of his/her institution but, in doing so, shall transmit to the proper officer a written statement of the reason for such veto. A copy of each veto statement shall be transmitted to the Chancellor.

At those institutions that have a council, senate, assembly, or any such body, the president or the president’s designee may chair such body and preside at its meetings. The president shall be the official medium of communication between the faculty and the Chancellor and between the council, senate, assembly, or any such body and the Chancellor (BoR Minutes, 1993-94, p. 239; April, 2007).
Section 3.0: Academic Affairs
3.2.4 Faculty Rules and Regulations

(Last Modified on May 24, 2010)

The faculty, or the council, senate, assembly, or such other comparable body at an institution (BoR Minutes, May 2010), shall, subject to the approval of the president of the institution:

1. Make statutes, rules, and regulations for its governance and for that of the students;
2. Provide such committees as may be required;
3. Prescribe regulations regarding admission, suspension, expulsion, classes, courses of study, and requirements for graduation; and,
4. Make such regulations as may be necessary or proper for the maintenance of high educational standards.

A copy of an institution’s statutes, rules and regulations made by the faculty shall be filed with the Chancellor. The faculty shall also have primary responsibility for those aspects of student life which relate to the educational process, subject to the approval of the president of the institution. (BoR Minutes, 1986-87, p. 333; May 2010).
PARLIAMENTARY PROCEDURES (located under the Resources & Forms tab): This link points to a ready-reference guide intended for use by “practicing” parliamentarians in student organizations. In keeping with that purpose, the material is organized into four sections. Section One contains preliminary information intended to prepare one for participation in the art and science of transacting the business of an organization. Section Two may prove the most useful to beginning parliamentarians as it organizes parliamentary actions in the general order in which they normally arise at an “average” meeting of a group or club. Section Three is an attempt to condense much of the material into chart and hierarchical form so that one can see the big picture. Section Four includes additional detailed information.

ROBERT’S RULES OF ORDER (located under the Resources & Forms tab): Clicking on this link will take you to a complete compilation of Robert’s Rules of Order Revised which was first published by General Henry Robert in 1876 and is perhaps the most widely followed body of parliamentary procedures in the world.

PROTOCOL (located under the Resources & Forms tab): This page contains a brief summary of some of the information that you are being provided today. From the perspective of practical matters, it points out that you should be on the lookout for three important documents about 2 weeks (10 days) prior to each Senate meeting: a) Senate Agenda; b) Librarian’s Report, an informative summary of all submitted minutes by standing committees; and c) Minutes of the previous Senate meeting.
SCHEDULE OF MEETINGS (located on the Meeting calendar tab): In addition to a list of Senate meeting dates, this screen also lists the dates agenda items are due for each meeting. This will be important if you want to ask the Senate Executive Committee to place a particular item on the agenda.

FACULTY SENATE MEMBERSHIP (under the Membership tab): This page contains a list of Senate members and Alternates, including their respective units and term expiration dates.

SENATE COMMITTEES (under the Membership tab): This link contains lists of standing committees and their membership, and is a great place to see how each committee is structured and who will be serving with you on the various committees.
Who is "Faculty?"

- The Board of Regents defines “faculty” as all full-time personnel holding academic rank. This category includes full-time temporary, permanent non-tenured, tenure-track, and tenured teaching and research personnel (including librarians), as well as administrators (vice presidents, deans, chairs, etc.) who hold academic rank; part-time temporaries and other adjunct personnel are not considered “faculty.”

- That is, what in everyday parlance most people would call “faculty” is defined by the BOR as the “Corps of Instruction.” Therefore, when crafting policies and especially policy language, we need to be careful with our terminology.

- All members of the faculty may vote in Faculty Senate elections. Temporary faculty, however, may not run or serve on the Senate and its committees because election to such positions could be misinterpreted as a promise of future employment.

- While there is no policy that prohibits administrators who are members of the faculty from serving on the Senate and/or its committees, it has become customary for such folks to recuse themselves.

NOTE: This definition of “faculty” is relevant re: the Faculty Senate and its committees, and University Committees. It does not necessarily apply in all circumstances pertaining to individual college, department, or other university sub-unit shared governance situations (for example, faculty recommendations regarding tenure or promotion). However, it is strongly recommended that BOR-defined faculty not be excluded from shared governance situations unless overwhelming arguments can be marshaled to support that exclusion. We want as little class, caste, or in-group dynamic in our faculty as we can achieve.
What the Senate Executive Committee (SEC) Does

The main job of the SEC is to facilitate the work of the Faculty Senate and its committees.

**PERSONNEL MANAGER:** The SEC coordinates and oversees the elections to the Senate and Senate committees (via the Librarian), and various elections held in the Senate itself (such as for Senate officers). It also appoints Senators to Senate committees and searches out faculty to sit on other university bodies.

**TRAFFIC COP.** The SEC examines requests for information, discussion items, and motions, and potential Senate business items from other sources (such as discussions with the Provost) and decides (1) whether an items comes within the Senate’s bailiwick, and (2) if it is Senate material, what avenue of action is appropriate.

If an item is judged not to be Senate business – for example, it is involves only one college – it will be rejected with an explanation and sometimes suggestions for how to pursue the matter. Sometimes, even if an item technically falls within the purview of the Senate, the SEC will decide it is not worth Senate time and effort or could be as well or even better pursued on a personal basis.

More commonly, if an item is within the purview of the Senate, the SEC will decide whether it should be pursued by the SEC itself; directed to a standing committee under whose charge the item falls; whether an ad hoc committee should be formed; or whether it should come before the Senate as a whole.
CLEARINGHOUSE. This role often involves the SEC in helping a committee or individual refine an item accepted as proper Senate business, but which the SEC judges to be not yet ready for consideration by the Senate as a whole. Also, quite often information, suggestions, complaints, etc. come to the SEC’s way via unofficial or casual channels and the SEC will get involved in discussing the matter., and if it is seen as Senate-appropriate, pursuing it via its “Traffic cop” role.

LIAISON: The Librarian, Secretary, and Senate Moderator/SEC Chair sit on various standing and ad-hoc bodies, some in our usual Academic Affairs realm, and some (like Campus Physical Planning) outside it, thus keeping a faculty oar in those less usual, but no-less important waters. More centrally, before each Senate meeting the Moderator meets one-on-one with both the Provost and the President to discuss pending, ongoing, and/or simmering business; and the entire SEC has a breakfast meeting with the Provost prior to each Senate meeting. These meetings allow for frank give and take unencumbered by most formalities.
A “Request for Information” may be submitted to the Senate, at which time the Senate Executive Committee will decide (1) whether it is within the purview of the Senate, and (2) whether it should be pursued by the Senate, and (3) if it meets the first two requirements, how best to seek the information.

(1) The information sought must be relevant to elements of two or more colleges, or to the university and its academic community as a whole.

(2) The information sought must not be readily obtainable through less formal and involved means applied by the submitter; such as a simple phone call, email, or internet search; and must be of sufficient import to warrant the investment of Senate attention.

NOTE: Even if these first two criteria are met in a strict accordance to the letter, the SEC may decline to pursue an RFI if in their judgment the intent is or the outcome will amount to prosecution of a largely personal agenda on the part of the submitter.

(3) The SEC may refer the matter to a standing committee, but more frequently the Chair will contact whoever seems most likely to be able to provide an answer; often, this will be a high-level administrator.
If either criterion #1 or #2 is not met, the SEC will post that response to the RFI on the Senate Web page. If the SEC has gathered the requested information to the best of its ability, that information will be posted as the SEC response to the RFI on the Senate Web page. Sometimes the response will first come available via an oral report at a Senate meeting either by the Moderator or by the SEC’s source(s), often a University administrator.

“Requests for Information” often are submitted when the individual is not in a position to know what source to approach or access for an answer; when SEC access to upper-level administrators is the best means to facilitate an answer; or when formally, collegially, and publicly asking the question seems the best or only means of garnering the information.

“Requests for Information” should be just that. They should be questions and should be professionally, succinctly, and collegially phrased. The questions asked should not be phrased so that they appear to be rhetorical, i.e., not phrased so that it appears the questioner already knows (or thinks he/she knows) the answer and is using a question format largely or wholly to make a statement. Statements, including background information and data – such as how long the issue has existed, and what other avenues to an answer have been unprofitably pursued – that have led to the RFI question(s), can be included in the Rationale section.
Agenda Item Requests: "Discussion Items" and "Motions"

As with “Requests for Information,” “Discussion Items” and “Motions” must deal with items that involve two or more colleges, or some University-wide issue.

Any member of the faculty may submit a “Discussion item” or “Motion” request to the Senate Executive Committee. If the submitter is not a Senator, he/she can arrange for a Senator to actually bring the item forward at a Senate meeting, or the SEC will find someone to do so.

“Discussion Items” generally serve two purposes: One is for a Senator or non-Senate body (like a committee or task force) to update Senators on some ongoing business. The second is to give to and receive from the Senate information pertaining to a potential action item, and perhaps gauge Senate attitudes, prior to coming forward with (or deciding not to) a Motion for Senate action.

Motions” are requests for the Senate to take action of some kind. Often, motions come from Senate committees arising from their standing charges, such as curriculum items from the Undergraduate and Graduate Committees, or suggestions for changes to the Bylaws or the Faculty Handbook by the Faculty Welfare Committee or the Senate Executive Committee. There can also be motions requesting the formation of ad hoc committees to deal with an issue not covered by the standing charges of standing committees (for example, to revise the Faculty Grievance procedures), or for the Senate to recommend administrative action of some kind (for example, to institute a remote parking and shuttlebus system), or for the Senate to offer its support for some other body’s initiative (for example, support of the Student Government Association’s request for a “Green Fee”). But these are only examples, and other kinds of motions cannot be a priori ruled in or out, but must be judged by the SEC as they arise.
Writing Motions

On occasion, motions come to the Senate Executive Committee that are written in a fashion ill-designed to get them passed and achieve their desired effects. Motions should be written so that not only can they be understood, but they can be put to a simple yea or nay vote at the various levels through which they pass.

TITLE: Sic Semper Tyrannis

A Poorly-Written Motion: An Example

MOTION: We, the members of the Senatorial Caucus of the College of Rehabilitative Programs (CRP), pledged inexhaustibly to the rights of faculty to academic freedom and the rights of freedom of speech granted to all Americans by our noble foreparents at the dawn of this great nation, and in sheer defiance of retribution, and in immutable support of all those who toil in the vineyards of our noble campus, feel compelled to cry out unto the multitudes of our Senatorial brethren that Tyranny stalks our hallowed halls! We here denounce the so-called Moderator – could anyone be more immoderate? – of the Faculty Senate, Dr. Jay Swift of the College of Liberal Arts and Social Sciences (CLASS). In his tenure, he has heaped calumny on colleagues, used harsh tones and mean words, sought to impose his despicable will on our community, and sullied our meetings with frequent use of language and imagery suited only to the most base of country two-hole outhouses. That the Senate might rise and stand, let us o’erthrow him, remove him from his seat (he thinks it a throne) as Chair of the Senate Executive Committee, drive him from the podium of our meetings, strike his name from the rolls and banish him from the Senate entire! Rid we ourselves\(^1\) of this beast, can Spring be far behind?

RATIONALES: See above. So there.

\(^1\) Try saying that three times fast. We did.
Analysis

STYLE: Overwritten. It is best to keep the language cool and business-like, particularly if the Motion is intended to become part of the University’s written policies. The central question to ask is “What do I want to accomplish?” Limit Motion language to a bald statement of that goal. And consider the use of bullet-point-type structure.

ORGANIZATION: The majority of the Motion material here belongs in the Rationales section. The Motion should include only language pertaining to the very action being requested, and that language should be open to a simple yea or nay on the acceptance of every element of that language: Each bit of non-essential material included is a potential reason to defeat the motion.

CONTENT: In the Rationales section, greater specificity is needed, including examples of offenses. Also, the Motion calls for an action outside the authority of the Senate: the removal of Dr. Swift as a senator. While the Senate can remove him from his position as Chair of the Senate Executive Committee and perhaps suggest that the college hold a recall vote, they cannot strip him of his position as Senator. And avoid notes in the Motion since it is unclear whether they form part of the language of the Motion or not. While sources for ideas and language must be credited, such citations belong in the Rationales section.
A Well-Written Motion: An Example

TITLE: Recall of Dr. Jay Swift

MOTION: That Dr. Jay Swift immediately be removed from his position as Chair of the Senate Executive Committee and Moderator of the Faculty Senate.

RATIONALES: Dr. Swift has abused these positions of trust and authority and brought the Faculty Senate into disrepute:

As tapes/transcripts of Senate meetings show, Dr. Swift insists, despite college faculty objections, on turning the acronym for the College of Rehabilitative Programs (CRP) into a one-syllable word via the insertion of vowels, which practice opens the college to derision.

At the meeting of 2-14, during spirited debate over the child-care center’s lunch menu, Dr. Swift became so incensed that he rapped his gavel till it shattered, and when told that he frightened some senators, made an obscene remark about those senators’ sense of humor.

As the above items indicate, Dr. Swift is prone to foul language and the employment of images focused on bodily functions (see the handout for numerous examples excerpted from meeting tapes).

During the meeting of 10-31, when the Senate defeated a lengthy motion because most/all senators could not understand it, Dr. Swift insulted all senators by giving revision guidance to Dr. Pound (CHHS) that consisted of adapting advice given to his subordinate officers by Brigadier General Theodore Roosevelt, Jr.: “Keep it clear and simple. Whenever you write a motion, remember you’re writing it for a damned fool.” [Link to the minutes.]
SharePoint Address:
https://inside.georgiasouthern.edu/President/facultysenate/default.aspx

Senate Web Page:
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Welcome to the Faculty Senate of Georgia Southern University. We hope you have a great semester!!