

## Recommendations from the Handbook Committee

### Quorum Issue (proposed change to Section 2.2.5)

**Current language:** “A simple majority of the voting faculty constitutes a quorum for the conduct of business.”

**New language:** A quorum of the assembled full faculty will consist of one third of the total number of full faculty. In the event that a quorum is called for during assemblies of full faculty and a quorum is not present, debate on resolutions facing the assembled full faculty may proceed; voting may not proceed. The Faculty Secretary should continue to keep minutes of the assembly.

Notes: For the academic year 2006-07, we have 438 full time (*i.e.*, voting) faculty. 220 attendees constitutes a quorum in assemblies of the full faculty. This proposal reduces the quorum to 146. Our last assembly of full faculty, wherein we voted on ROTC and other major issues, drew 151 attendees.

### Electronic Voting Issue (proposed Section 2.2.6 – new section in the Faculty Handbook)

Electronic voting, conducted by the Faculty Secretary or by the Faculty Senate President, and in consultation with the Senate Executive Committee and the Parliamentarian, may be administered in lieu of physical assemblies (*i.e.*, face-to-face assemblies) of the full faculty. The guidelines for electronic voting are as follows:

1. Electronic voting may be administered **for both minor and major issues**. Major issues are determined by the Faculty Senate President in consultation with the Faculty Secretary, the Senate Executive Committee, the Parliamentarian, and whenever possible the body of the Faculty Senate.
2. The Faculty Secretary or the Faculty Senate President will post by e-mail to the full faculty **the motion(s)** in question and, when appropriate, supporting documents (*e.g.*, minutes from preceding assemblies of the full faculty in which the issues/motion(s) were debated).
3. After the motion is posted, the following **three business days will be reserved for debate** and discussion by e-mail. No voting occurs during this time. No amendments to the motion(s) are allowed. In the event of network outage during the debate period, the debate must be extended by the number of hours the network was inoperable.
4. At the end of the debate period, an electronic **ballot** containing the motion(s) in question may be presented to the full faculty via Blackboard (or a comparable, Web-based system of confidential balloting). Ballots shall include options for affirmative votes, negative votes, as well as abstentions.
5. **Voting will proceed for a minimum of three business days**, in accordance with an announced start and finish time.
6. During the voting period, the Faculty Secretary or Faculty Senate President may post **updates** about the number of registered votes, but may not indicate the direction of the voting itself.
7. In the event of **network outage during the voting period (e.g., Blackboard becomes unavailable)**, voting should be extended by the number of hours the network was inoperable. (Extension should require written certification of the outage by the Director of Systems and Networks or designated deputy.) With notice that the network (and therefore voting availability) has been restored, voting is to commence on the next business day.
8. Electronic voting presumes that a quorum is present, regardless of the number of votes cast. The outcome of a vote, *i.e.*, the success or failure of a motion, is therefore determined by simple majority.
9. In the event of a tie vote, the Faculty Senate President is authorized to vote and break the tie.