



College of Agricultural Sciences

Faculty Bylaws Revision:

**Why we are doing it,
what we have done, and
what is the process going forward?**

Fall 2019



Current State

- Our current Bylaws are from 1994
- A revision exists from 2005
 - No record of vote for changes
 - Not forwarded to Faculty Senate for approval.
 - ***Consequently our working Bylaws are from 1994!***



Anachronistic Document

- Departments that do not exist
- Guidelines which are not followed
 - Student membership & voting
 - Appointing/Utilizing a Parliamentarian
 - Meeting Schedule
 - Executive Committee
 - Faculty Senate Representatives Serving on College Committees Congruent with Senate Appointments



Inconsistent with Faculty Senate Requirements and University Policies

- Faculty Senate requirements
 - Specific Verbiage (e.g. Authority, Amendments)
- University Policies
 - AC21 Definition of Academic Ranks
 - AC14 Academic Administrative Evaluation

Committee Members

- Burt Staniar (chair)
- Paul Bartell
- Val Beasley
- Dave Beyer
- Erin Connolly
- Cathy Cutter
- Daniel Foster
- Ernest Hovingh
- Steve Loerch
- Marc McDill
- Tom Richards
- John Tooker

Major Changes



- **Align Document with Parliamentary Authority (RONR) recommendations**
 - Develop one governing document (bylaws) as opposed to two (constitution and bylaws)
 - Standing Rules & Operational Guidelines (easier to change)
- **New additions to reflect modern governance**
 - Allow for electronic voting/engagement
- **Align with current practice/pragmatism**
 - Clarifies membership, facilitates communication
 - Committee memberships, charges mostly updated to reflect current practice
 - Role of Faculty Senators as standing committee codified
- **Advance Shared Messaging/Values**
 - Preamble

Process



- **Phase 1 – Special Committee Work (Summer 2019)**
 - Representatives from all units invited to participate
 - Multiple Meetings
 - Over 40 faculty hours invested in process
 - All Committees contacted for comment
- **Phase 2- Open Comment on Draft**
 - Between now and September 12 College Faculty Meeting
 - Provide comments to committee
- **Phase 3 – Introduction/Notice to Faculty (September 12 College Faculty Meeting)**
 - Presentation of revised Bylaws
 - Reasons for updates
 - Major changes
 - Process for approval
 - Question and Answer Period (Note: No formal amendments will be considered at this time)
- **Phase 4 – Solicitation of Amendments (Between September 12 and November 7)**
 - Members may propose amendments in written form to the revised Bylaws to the Faculty Organization Parliamentarian for consideration during the November 12th meeting.
- **Phase 5 – Open Deliberation on Proposed Bylaws (November 7th Faculty Meeting)**
 - All sections of the proposed revision open to Amendment
 - Entire Bylaws Revision must be adopted by a two-thirds vote Vote on all proposed amendments
 - Meeting must have a Quorum (10%) to transact business.
- **Phase 6 – Submission to Faculty Senate**
 - Once Approved, the revised Bylaws goes to Faculty Senate

All amendments will be emailed to our parliamentarian (foster@psu.edu) to prepare for the assembly's consideration on November 7th.



PennState
College of
Agricultural Sciences

Deadline for amendment submissions is **5pm, Monday, November 4th**.

Please email the following three things:

1. The page and line numbers where the edit will go in the proposed version.
2. The language you would like to delete and/or the language you would like to add.
3. A rationale for the amendment of 50 words or less.

Note: Grammatical or formatting suggestions can be provided, but these will not be presented to the assembly for discussion and voting.

Process for
submitting an
amendment
to the
proposed
bylaws
revision.



Final Comments

- It is important to pass the revised bylaws
- The revised bylaws will make future amendments much easier to approve
 - Amendments to Bylaws would require previous notice, but would not require two meetings
 - Changes to the Standing Rules & Operational Guidelines can be made once a year at the Annual Meeting