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.

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.
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