

Role of the Faculty Senate Chair and Procedure for Nomination/Election

Prepared by Maureen Dolan (Parliamentarian)
Special Order of Business, Faculty Senate (May 15, 2020)

Refer to: Faculty Bylaws: Article V, Sections D-E (Senate officers, election cycle and term length);
Overview of Governance (Orientation, 10/04/19) and **Points of Information** (Faculty Senate website)

Timeline

- Chair-Elect to be elected by the Senate at the last meeting of Spring semester, but no later than June 15th.
- Chair-Elect begins tenure as Chair on August 15th.
- Transition occurs over the summer between outgoing Chair and incoming Chair.

Eligibility

- Eligibility: any full-time faculty voting member of the Senate of academic rank may be nominated (or may self-nominate) for position as Chair of Faculty Senate
- Term of Faculty Senate Chair is one year; maximum service is four [consecutive] terms
- Bylaws require Chair-Elect to relinquish other Faculty Senate and leadership positions
- Chairs of Standing Committees are precluded from concurrent service as Faculty Senate Chair

Role of Faculty Senate Chair

- Represents the Faculty internally and externally, including to the University Faculty Senate
- Is referred to as Campus Governance Leader (**CGL**) by the University Senate and SUNY System
- Serves as Presiding Officer of the Faculty and presides over meetings of the Faculty, the Faculty Senate, and meetings of the Senate Executive Committee.
- Coordinates and serves *ex officio* on Standing Committees of the Faculty.
- Serves *ex officio* on various college-wide and ad hoc committees (which has historically included administrative and joint task forces, and college-wide committees concerned with strategic planning, budget planning and capital planning).
- Serves *ex officio* on the Old Westbury College Council and the Old Westbury College Foundation Board of Trustees.

Process for Nomination & Election (Spring 2020)

- Nominations were solicited at Senate meeting(s) and by email, a month prior to anticipated election
- Nominations or self-nominations were to be submitted to Dinorah Martinez, Secretary, Senate Office
- Nominations will be solicited on the “floor of Senate” prior to closing nominations, at the last regularly scheduled meeting of the Faculty Senate (28th session, 2019-2020).
- Any nomination requires a Second, from a Faculty Senator, before being placed on the ballot.
- Motion to close nominations requires a Second. Move to unanimous consent if no objection.
- If multiple nominations, election will occur by secret ballot, voting members of the Senate. Virtual Senate meeting, through Zoom, has provision for voting by electronic ballot.
- If single nomination: Motion to approve by acclamation. Move to unanimous consent if no objection.