

The Faculty Senate Executive Committee (FSEC) Bylaws

Article I – Membership

The FSEC shall consist of the chair of the Senate, who shall be its chair; the Senate vice chair, who shall be its vice chair; the Senate secretary, who shall be its secretary; the chairs of FWC, APC, SEC, and CC; past Senate chair; Faculty Trustee of the Board of Trustees (BOT); and one (1) senator elected at-large appointed by the Senate chair and confirmed by the Senate. The President of the University (President), the Chief Academic Officer (CAO), and a representative from the Deans in Academic Affairs shall be *ex-officio* (non-voting) members.

Article II - Meetings

The FSEC shall meet regularly to plan the agenda for Senate meetings and, where appropriate, assign pending issues to Senate committees for initial consideration.

Article III - Responsibilities

- A. The FSEC shall be available to the President and CAO for consultation and advice on academic and general University policy, and staffing.
- B. The FSEC shall receive reports from the FGC and shall retain a copy of grievance reports consistent with 2-3-1201(5).
- C. The FSEC may establish *ad hoc* committees of the faculty and/or the Senate as necessary.
- D. The FSEC shall inquire into the activities of standing committees of the Senate and/or of the University Councils/Boards and recommend revisions to the list of *ad hoc* committees and their functions to the Senate as necessary.
- E. The FSEC shall authorize withdrawals and disbursements of funds from the Faculty Senate Legal Fund.
- F. The chair of the Senate shall appoint a treasurer to oversee the Faculty Senate Legal Fund.
- G. The FSEC shall select an undergraduate student who is a single parent with a dependent child to receive the annual Faculty Senate Scholarship.
- H. The FSEC may advise the President and CAO on the selection and evaluation of administrators assigned to the office of the President and the CAO.
- I. From the end of the spring semester until the beginning of the fall semester, an executive committee consisting of the members of the outgoing and incoming FSECs, shall be empowered to conduct the business of the Senate. All Senate members are encouraged to attend and are eligible to vote at these meetings. These Faculty Senate Executive Committee meetings shall be announced to Faculty Senate and posted on the Faculty Senate website.