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Campus Assembly Meeting
December 6, 2016

I. Chancellor's Remarks.

Chancellor Johnson gave the following remarks:

“Just a reminder that you are invited to the appreciation reception on December 13. This is an appreciation reception to thank and honor faculty, staff, and retirees for their contributions to the campus community. I also want you to know that Governor Dayton has chosen UMM as the location for his second Water Summit on Friday, January 27. From *Capital Chatter*, the 2016 summit ... “looking at ways to clean up the state’s water while still allowing farmers and others to conduct profitable business. Dayton convened the summit after reports indicated much of southwest Minnesota water is not safe for drinking or recreation. In some cases, cities have been forced to provide bottled water for residents to drink. In a report last week, the Minnesota Pollution Control Agency said that 60% of wells in the central sands area have high nitrate concentrations, which is dangerous to drink. The governor plans to ask lawmakers for funds so communities, especially small ones in rural areas, can treat water so it is safe.”

This is my last campus assembly. I want you all to know how much I’ve enjoyed the role that I’ve played in working with the Steering Committee and all of the rest of you in agenda setting; how much I’ve appreciated the respectful and thoughtful way in which everyone here has conducted themselves; and how important this notion of shared governance is – the idea that working together we can all craft a better present and future for this institution; the idea that we are interdependent; that administrators do in fact have a role to play; but they can only play that role if they have the interest of all constituents in mind; they can only play that role if those constituents have a real voice in decision making.

I don’t know that we all believe that we’ve always achieved that here, but it is a goal that we need to continue to strive for. As a junior faculty member...union election...three times a failure...decided I wanted to have an impact on the community in which I worked and to which I contributed and so got involved in what was their faculty governance – and I learned a great deal, including a deeper understanding of the power that people like me, people who were not administrators actually had; including respect for those who had gone over to the dark side – campus administrators. So thank you for giving me this opportunity, to serve in this capacity. I will miss working with all of you, and I know that you will provide the same sense of shared purpose and fate that I have come to appreciate with the new chancellor.”

II. For Action. From the Steering Committee. Approve minutes from 11/9/16 Campus Assembly meeting approved with editorial correction. Motion passed by unanimous voice vote.

III. Old Business.

None.

IV. New Business.

A. For Action. From the Curriculum Committee. Program changes for 2017-19 course catalog were approved as presented. Motion passed by unanimous voice vote.

Division of Education Proposals:

Education (Ed) Form A (Summary)
Elementary Education (EIEd) Form A (Summary)
Secondary Education (SeEd) Form A (Summary)
Sport Management Form A (Summary)
Sport Studies and Athletics (SSA) Form A (Summary)

Division of the Humanities Proposals:

Art History (ArtH) Form A (Summary)
Studio Art (ArtS) Form A (Summary)
Communication, Media, and Rhetoric (CMR) Form A (Summary)
English (Engl) Form A (Summary)
French (Fren) Form A (Summary)
German Studies (Ger) Form A (Summary)
Medieval Studies – Proposed New Interdisciplinary Program
 New Minor Proposal
 New Major Proposal
Music (Mus) Form A (Summary)
Philosophy (Phil) Form A (Summary)
Spanish (Span) Form A (Summary)
Theatre (Th) Form A (Summary)

Division of Science and Mathematics Proposals:

Biology (Biol) Form A (Summary)
Chemistry (Chem) Form A (Summary)
Computer Science (CSci) Form A (Summary)
Environmental Science (ESci) Form A (Summary)
Geology (Geol) Form A (Summary)
Mathematics (Math) Form A (Summary)
Physics (Phys) Form A (Summary)
Statistics (Stat) Form A (Summary)

Division of the Social Sciences Proposals:

Anthropology (Anth) Form A (Summary)
Economics (Econ) Form A (Summary)
History (Hist) Form A (Summary)
Management (Mgmt) Form A (Summary)
Political Science (Pol) Form A (Summary)
Psychology (Psy) Form A (Summary)
Sociology (Soc) Form A (Summary)
Gender, Women, and Sexuality Studies (GWSS) Form A (Summary)
Human Services (HMSV) Form A (Summary)
Social Science Major (for teacher licensure) Form A (Summary)

Interdisciplinary Studies Proposals:

African American Studies (AfAm) Form A (Summary)
American Indian Studies (AmIn) Form A (Summary)
 Proposed Name Change to: Native American and Indigenous Studies (NAIS)
Environmental Studies (EnSt) Form A (Summary)
Honors Program Form A (Summary)
Latin American Area Studies (LAAS) Form A (Summary)

While all of the proposals were approved, Michael Korth did not find the way in which this information was presented as informative because there are various levels of specificity in the explanations. Although the PCAS forms are long and cumbersome, we should have more explanation or discussion of why we didn't see the PCAS forms. Is there data or evidence that offering Medieval Studies will recruit additional students to UMM? All of the

choices for requirements for the medieval major require many upper level courses. Seems like there is perhaps some expectation that this will be often be a second major. How many credits can be counted in two majors? What is the degree of overlap? Was there discussion in the Curriculum Committee?

Pieranna Garavaso agreed that the Form A has too little explanation and suggested we go back to having more information. This is something that will need to be addressed to the Dean and the Curriculum Committee. She asked Janet Ericksen address the questions about Medieval Studies and attracting additional students. Janet said she couldn't answer Mike's question about the overlap but faculty would work with students to make sure there isn't substantial overlap. In terms of recruitment, we have a lot of anecdotal data but not hard data. We are located in a place where we can take advantage of resources like St. Johns and are hoping our new major is distinctive but not too weird. Stephen Burks added that we have a precedence of overlap in majors and this does not appear to be a red flag.

Sandy Olson-Loy asked for more information about the proposed naming of Native American and Indigenous Studies. Minnesota's tribes use of "American Indian" most consistently as the self-descriptor as well as its use within state statutes and entities like the Minnesota Indian Affairs Council.

Pieranna Garavaso said this was discussed in the Curriculum Committee. Peh Ng agreed that Sandy's point is well taken and we could add language in the catalog noted why we made those changes. Sandy would like us to think about how to choose to speak about groups on campus and suggested that framing and clarifying information regarding language usage could be helpful for the Native American and Indigenous Studies major webpage and catalog references.

Sandy shared the descriptive language adopted at the UMM American Indian Advisory Committee in January 2016, "This document and the campus use the term *American Indian* to refer more broadly to peoples indigenous to the United States and Canada including members and descendants of tribal nations, Alaskan native villages and corporations, and Canadian First Nations. The term Native American is used occasionally as well to reflect the same peoples as the campus is identified federally as a Native American Serving Non-Tribal Institution of higher education by the US Department of Education."

B. For Information. Petition to become Sanctuary College.

Chancellor Johnson said there are a number of petitions have been presented to colleges and universities around the country. Within the University of Minnesota system, we were the first campus to receive the petition and you should have received President Kaler's response. If the University of Minnesota declares itself a sanctuary college, it will be a system decision. Our purpose and goal is to provide the best education we can for the students who are here. We will keep you apprised of what is happening.

C. For Information. Chancellor Search Transition.

Chancellor Johnson noted that a number of people have asked about transition plans. The Board of Regents will meet this week and we can expect they will formally approve the appointment of Michelle Behr. Johnson thanked Peh Ng and the search committee for their persistence and for bringing three really strong candidates to campus. Dr. Behr's official start date is February 6, 2017. There will be an informal reception on her first day from 2:00-4:00 pm in Oyate. If you have transition ideas, please contact the Chancellor's Office or Peh Ng.

D. Other New Business.

None

V. Campus Committee Reports.

Rebecca Dean, Chair of Assessment of Student Learning, reported that the committee is focusing on the assessment of programs and you can expect feedback in the spring. Some individuals have already been asked to evaluate specific outcomes.

VI. All University Reports.

None.

VII. Announcements.

A. Update from Constitutional Review Task Force.

Campus Committee Alteration or Elimination

Committees Identified for Change:

- Academic Support Services Committee
- Assessment of Student Learning Committee
- Consultative Committee
- Faculty Development Committee
- Functions and Awards Committee
- International Programs Committee
- Multi-Ethnic Experience Committee

Common Themes Regarding Committee Work:

- Administrative Functions
- Advisory Functions
- Governance Functions

Next Steps / Feedback Opportunity:

- Community feedback on identified committees: [zÆumnÆeduØcommitteereview](https://forms.office.com/r/MSuoa7Ds3LJNqrZo1)
- Proposal at first assembly meeting in spring
- Discussion, ratification per constitution and by-law amendment process

Should the Steering Committee wish to proceed, a proposal would be brought back at the first assembly meeting in the spring for discussion and would be ratified per the Constitution and By-Law Amendment process.

B. Update on Common meeting time.

Jon Anderson reminded assembly members of the link to the feedback form:

<https://goo.gl/forms/MSuoa7Ds3LJNqrZo1>

Please indicate your most preferred schedule:

51.7% preferred new proposal 5

24.1% preferred new proposal 3

Second preferred schedule:

58.6% preferred new proposal 3

27.6% preferred new proposal 5

Starting courses before 8:00 am:

74.1% against the idea

8.6% support the idea

Anderson said the Steering Committee would discuss how to proceed. Assembly members can expect to see some sort of proposal and reminded everyone that if this were approved, it would not go into affect until the next academic year. Margaret Kuchenreuther asked if the comment form was still open. She noted that only 54 people had responded which is a small portion of the campus community.

C. Update on 2016 University Plan, Performance and Accountability Report.

Chancellor Johnson said we are required to present an accountability report to the Board of Regents every year. It includes things about our mission and information that the legislature requires; retention rates; graduation rates, our diversity efforts, etc. and these are usually presented earlier in the academic year. This year the Provosts Office decided that instead of each chancellor presenting the report to the Board, there would be a student from each of the campuses. McKenzie Dice, who is also our student representative to the Board, will represent our campus. She exemplifies what we do at UMM.

VIII. Adjournment.

Adjourned at 5:50 pm.

Amendment Group 4 Summary

To: Steering Committee

From: Constitution Review Committee (David Israels-Swenson, Matt Zaske, Michael Korth)

Re: Amendments Group 4

We have prepared another group of amendments for consideration by the Campus Assembly. This group of amendments proposes to eliminate six committees and replace a seventh committee. The most consistent feedback received (in the forum and online) was that if committees are eliminated, some thought needs to be given to how responsibilities might be reassigned. While much of that reassignment is not something that should appear in the constitution, some ideas are sketched out below. If the Campus Assembly votes to eliminate these committees, the Steering Committee should work with the administration to develop plans for essential tasks to be continued.

Detailed text of the changes, showing strike-through and underline, is in the attached document.

Summary of proposed changes:

1. Eliminate the Campus Consultative Committee

Redistribution of responsibilities:

Encourage use of the University's Office of Conflict Resolution. Take concerns to faculty senators, P&A senators, USA leadership, union leadership, MCSA leadership. The Steering Committee needs to take a more active role in governance.

2. Eliminate the Assessment of Student Learning Committee

Redistribution of responsibilities:

A. Transfer oversight of assessment of student learning to Curriculum Committee.

B. Some of what the committee has been doing is not governance work: Providing support to all aspects of the assessment process, receiving all data and materials generated by assessment activities, and disseminating reports on the results of assessment. Perhaps each division could designate a faculty member to work with the division chair to coordinate (not do) assessment in that division.

3. Eliminate the Academic Support Services Committee

Redistribution of responsibilities:

Academic Support Service units, such as the Briggs Library, Information Technology, and Instructional and Media Technologies can establish advisory groups of willing and enthusiastic partners to act as sounding boards and communication channels. If need arises for a group to undertake a specific project related to academic support services, an ad-hoc committee can be created by the Campus Assembly or by the Steering Committee.

4. Eliminate the Faculty Development Committee

Redistribution of responsibilities:

The Faculty and P&A Affairs Committee can be assigned policy-level oversight for reviewing and

recommending improvements in the campus working environment including the provision of development opportunities so that the faculty and P&A staff are able to deliver high quality teaching, research, and service efficiently.

5. Eliminate the Functions and Awards Committee

Redistribution of responsibilities:

Selection of award winners should be done by small groups of people, whose work gives them familiarity with the focus of the award, temporarily brought together to review nominations.

Award criteria should be set by committees, groups, or offices most closely aligned with the focus of the award. For example, the criteria for the Scholar of the College Award should be set by the Scholastic Committee. The criteria for the Allen W. Edson Award should be set by the Student Affairs Committee. The Steering Committee should work with the administration to make these assignments.

6. Eliminate the International Programs Committee

Redistribution of responsibilities:

Control of international programs now runs largely through the Learning Abroad Center on the Twin Cities campus.

UMM has a faculty liaison, a faculty campus advocate, and ACE office staff.

Issues related to curriculum should be taken to the Curriculum Committee. Issues related to academic credit should be taken to the Scholastic Committee. Any policy-level issues that do not align with a core committee charge should be taken to the Steering Committee.

7. Replace the Multi-Ethnic Experience Committee with an Equity and Diversity Committee

Redesign to broaden responsibilities as an equity and diversity committee. If the other six non-core committees are eliminated, move this to core committee group. (Then there will no longer be a core vs. non-core distinction.)

New committee description:

Membership: The Equity and Diversity Committee consists of ten members: nine voting members and one non-voting member. The voting members are four faculty, one P&A staff, three students, and one USA staff. The non-voting member is the director of the Office of Equity, Diversity, and Intercultural Programs or their designee.

Responsibilities*:

A. To foster a respectful and collegial learning and working environment for all Morris campus students, staff, and faculty members.

B. To promote recruitment and retention of a diverse faculty, staff, and student body.

C. To create a shared campus-wide sense of responsibility for building, maintaining, and improving an inclusive campus climate.

* much text taken from the Humphrey School's Diversity web page

Proposed Amendment Group 4

(Note: Implicit with each proposal is the assumption of renumbering sections of the constitution and by-laws to maintain proper sequencing.)

1. Eliminate the Consultative Committee

UNIVERSITY OF MINNESOTA, MORRIS CONSTITUTION Article V. Committees of the Campus Assembly

Section 1. Committee Structure

- A. Constitutional committees are elected committees specified in the constitution. They are the Steering, ~~and Membership, and Consultative~~ Committees.

~~Article VII. Campus Consultative Committee~~

~~Section 1. Organization~~

- ~~A. The Campus Consultative Committee consists of three faculty, three P&A staff, three USA staff, and three students. Personnel holding the title of chancellor, vice chancellor, associate vice chancellor, assistant vice chancellor, or division chair are not eligible for membership.~~
- ~~B. Each of the four constituencies elects its own representatives, in the spring or by special election in the event of a vacancy. Members are expected to represent their own constituencies but also act in the best interests of the entire campus community. Terms are for two years with a maximum of three consecutive terms. The committee elects its own chair.~~

~~Section 2. Responsibilities~~

- ~~A. Reflecting the balance of its composition, the Consultative Committee serves as a campus sounding board for those who wish to seek input or feedback on proposals or initiatives related to campus governance prior to submitting them to the Steering Committee or who wish to express or review concerns outside the scope of campus governance and/or receive recommendations concerning follow up with appropriate campus offices or programs. The Consultative Committee will hear reports and recommendations from the Morris campus representative to the all University Faculty Consultative Committee as appropriate regarding relevant all University issues.~~
- ~~B. The committee may submit recommendations or proposals to the Steering Committee. All proposals or recommendations from the committee, regardless of whether or not they are submitted to the Steering Committee, must be issued in writing and are subject to the same disclosure policies that govern materials produced by other governance committees.~~

Article VIII. Membership Committee

Section 2. Responsibilities

The Membership Committee has the following responsibilities:

- C. To prepare election slates for positions on the Steering Committee, on the Membership Committee, and for the position of parliamentarian, ~~and for the faculty and P&A positions on Consultative Committee.~~
- ~~D. To report to the Campus Assembly the results of USA and student elections of members of the Consultative Committee.~~

UNIVERSITY OF MINNESOTA, MORRIS
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Article I. Committees of the Campus Assembly

Section 2. Membership

In recommending members and chairs of committees, the Membership Committee shall adhere to the following provisions:

- C. No person may serve simultaneously as a voting member on more than one of the following: Steering Committee, Membership Committee, core standing committee. This restriction does not apply to other standing or ad hoc committees, ~~to the Consultative Committee,~~ or to individuals appointed to a committee by virtue of being a member of a committee of the University Senate.

Article IV. Election of Members to the Steering, ~~and~~ Membership, ~~and Consultative~~ Committees, and to the Position of Parliamentarian

Section 1. Nominations

For all Steering and Membership elections, the assembly shall be presented with a choice of candidates. ~~For faculty and P&A Consultative elections, the constituencies shall be presented with a choice of candidates.~~ There must be at least one more candidate than there are openings for each category of position. If, for example, two student positions are open, at least three candidates must be brought forward for the vote. The Membership Committee shall actively solicit an adequate number of timely nominations for each open position. Should there not be at least one more candidate than there are openings for any position, then the election for that position will be postponed until the next Campus Assembly meeting.

Section 2. Sequential Elections

Elections are held in the following order: Vice chair of the Steering Committee; other positions on the Steering Committee; positions on the Membership Committee; ~~faculty and P&A positions on the Consultative Committee;~~ parliamentarian.

Section 4. Assumption of Office

Newly elected members of the Steering ~~and Consultative~~ Committees take office the day after spring commencement. Newly elected members of the Membership Committee shall participate in meetings as non-voting members upon election and take office the day after spring commencement. A newly elected parliamentarian takes office the day after spring commencement.

2. Eliminate the Assessment of Student Learning Committee

UNIVERSITY OF MINNESOTA, MORRIS
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Article II. Core Standing Committees

Section 2. Assessment of Student Learning Committee

A. Membership

The Assessment of Student Learning Committee consists of eleven members: ten voting members and one non-voting member. The voting members are one faculty from the Division of Education, two faculty from the Division of the Humanities, two faculty from the Division of Science & Mathematics, two faculty from the Division of the Social

Sciences, one USA staff, and two students. The non-voting member is the VCAA/dean or their designee.

B. Responsibilities

The Assessment of Student Learning Committee oversees and provides support to all aspects of the assessment process, receives all data and materials generated by assessment activities, recommends improvements in the assessment program, and disseminates reports on the results of assessment and the initiatives based on assessment intended to improve student learning.

Section 3. Curriculum Committee

B. Responsibilities

The Curriculum Committee develops, reviews, and recommends curricular policy. It deals with majors, minors, general education, the honors program, and all academic requirements. It oversees the body of courses offered at UMM and receives and considers all curriculum-related proposals. It oversees assessment of student learning.

3. Eliminate the Academic Support Services Committee

**UNIVERSITY OF MINNESOTA, MORRIS
BY-LAWS
Article I. Committees of the Campus Assembly
Article III. Other Standing Committees**

Section 1. Academic Support Services Committee

A. Membership

The Academic Support Services Committee consists of eleven members: seven voting members and four non-voting members. The voting members are three faculty, one P&A staff, two students, and one USA staff. The non-voting members are the director of the Briggs Library, the Director of Information Technology, the Director of Instructional and Media Technologies, and the vice chancellor for finance and facilities or their designee.

B. Responsibilities

The Academic Support Services Committee considers and makes recommendations regarding academic support provided by the Briggs Library, Computing Services, and Instructional and Media Technologies. In addition, within the context of academic support, the committee studies issues and makes recommendations regarding the development and coordination of campus communication infrastructures and technologies. The committee also makes recommendations regarding classroom management.

4. Eliminate the Faculty Development Committee

**UNIVERSITY OF MINNESOTA, MORRIS
BY-LAWS
Article I. Committees of the Campus Assembly
Article III. Other Standing Committees**

Section 2. Faculty Development Committee

A. Membership

The Faculty Development Committee consists of eight members: seven voting members and one non-voting member. The voting members are three faculty, one P&A staff, two students, and one USA staff. The non-voting member is a

~~designee by the VCAA/dean.~~

~~B. Responsibilities~~

~~The Faculty Development Committee works with faculty, administrators, and students in exploring ways to provide faculty with resources for improving the quality of instruction, research, and service.~~

BY-LAWS

Article II. Core Standing Committees

Section 4. Faculty and P&A Affairs Committee

B. Responsibilities

The Faculty and P&A Affairs Committee develops, reviews and recommends policies and procedures that influence the professional and personal welfare of the faculty and the P&A staff. It recommends improvements in the design and implementation of personnel policies, including such matters as tenure and promotion, workload, salary and benefits, and hiring and retirement alternatives. It reviews and recommends improvements in the campus working environment, including the provision of development opportunities, so that the faculty and P&A staff are able to deliver high quality teaching, research, and service. It also monitors any legislation and other policies affecting faculty and P&A staff welfare and procedures.

5. Eliminate the Functions and Awards Committee

UNIVERSITY OF MINNESOTA, MORRIS

BY-LAWS

Article I. Committees of the Campus Assembly

Article III. Other Standing Committees

~~Section 3. Functions and Awards Committee~~

~~A. Membership~~

~~The Functions and Awards Committee consists of nine members: eight voting members and one non-voting member. The voting members are three faculty, one P&A staff, one USA staff, and three students. The non-voting member is the coordinator of Special Events.~~

~~B. Responsibilities~~

~~The Functions and Awards Committee develops and recommends awards for scholarship and special merit, and in conjunction with the Office of the Chancellor, assists with the development, planning, and execution of academic and awards ceremonies, including commencement.~~

6. Eliminate the International Programs Committee

UNIVERSITY OF MINNESOTA, MORRIS

BY-LAWS

Article I. Committees of the Campus Assembly

Article III. Other Standing Committees

~~Section 4. International Programs Committee~~

A. Membership

The International Programs Committee consists of twelve members: eleven voting members and one non-voting member. The voting members are four faculty, one P&A staff, four students (including at least one international student), the Advisor for Study Abroad, and one USA staff. The non-voting member is the Coordinator of International Student Programs.

B. Responsibilities

The International Programs Committee helps develop international policy for the campus and oversees international programs and activities. It serves as liaison between this campus and the Office of International Programs on the Twin Cities campus.

7. Replace the Multi-Ethnic Experience Committee with a Diversity and Equity Committee

**UNIVERSITY OF MINNESOTA, MORRIS
BY-LAWS
Article I. Committees of the Campus Assembly
Article III. Other Standing Committees**

Section 5. Multi-Ethnic Experience Committee

A. Membership

The Multi-Ethnic Experience Committee consists of eleven members: nine voting members and two non-voting members. The voting members are three faculty, one P&A staff, four students, and one USA staff. The non-voting members are the VCAA/dean or their designee and the director of the Office of Equity, Diversity, and Intercultural Programs or his/her designee. The voting membership shall reflect the diversity of the campus.

B. Responsibilities

The Multi-Ethnic Experience Committee is responsible for promoting campus-wide understanding of racial and ethnic minorities and for enhancing their educational opportunities. It considers and makes recommendations regarding curriculum, educational programs, and extracurricular activities where these touch upon the interests of racial or ethnic minorities.

Section 5: Equity and Diversity Committee

A. Membership

The Equity and Diversity Committee consists of ten members: nine voting members and one non-voting member. The voting members are four faculty, one P&A staff, three students, and one USA staff. The non-voting member is the director of the Office of Equity, Diversity, and Intercultural Programs or their designee.

B. Responsibilities

1. To foster a respectful and collegial learning and working environment for all Morris campus students, staff, and faculty members.
2. To promote recruitment and retention of a diverse faculty, staff, and student body.
3. To create a shared campus-wide sense of responsibility for building, maintaining, and improving an inclusive campus climate.

Amendment Group 5 Summary

To: Steering Committee

From: Constitution Review Committee (David Israels-Swenson, Matt Zaske, Michael Korth)

Re: Amendments Group 5

We have prepared another group of amendments for preliminary consideration by the Campus Assembly. This group of amendments proposes to modify several sections of the Constitution and By-Laws that pertain to elections.

Detailed text of the changes, showing strike-through and underline, is in the attached document.

Summary of proposed changes:

1. Eliminate references to elections being held at a meeting

As we transition to electronic voting, we need to remove requirements that elections be held at meetings of the Campus Assembly.

2. Institute elections by constituencies for Steering Committee and Membership Committee positions

Elections for positions on the Steering and Membership Committees has become awkward and confusing because constituency groups bring forward “preferred” candidates as well as “pretend” candidates in order to provide technical consistency with election rules. We propose to address this by changing the rules to allow constituency groups to choose their members for these committees. This would not include the vice-chair position on the Steering Committee.

3. Simplification

We propose to delete the detailed description of instant runoff voting. Trying to define it in the By-Laws seems unnecessary, burdensome, and potentially problematic.

Proposed Amendment Group 5

CONSTITUTION Article VI. Steering Committee

Section 1. Organization

- B. Committee members shall be elected ~~at a spring semester assembly meeting~~ late each spring semester. Only members of Campus Assembly are eligible to be on the Steering Committee. The vice chair shall be elected first for a term of one year and then serve as chair for the next year. The other members shall be elected next, by their constituents, terms being one year for students and two years on a staggered basis for others. There are no restrictions on reelection. Vacancies shall be filled by special election.

Article VIII. Membership Committee

Section 1. Organization

- A. The Membership Committee consists of four faculty members (one from each division), one P&A staff, two USA staff, and two students.

Committee members shall be elected to two-year terms, with the exception of student members who are elected to one-year terms, at a meeting of the Campus Assembly late each spring semester. The terms of members shall be staggered so as to provide some continuity of experience. Members are elected by their constituencies. Only members of Campus Assembly are eligible for election to the Membership Committee. A vacancy shall be filled by special election. In the spring, Before the end of spring semester, the continuing and newly elected members of the committee elects ~~its~~ their own chair for the forthcoming years ~~s~~ from among its returning members.

Section 2. Responsibilities

The Membership Committee has the following responsibilities:

- A. To recommend all membership and designate chairs of all standing and ad hoc committees. This shall be done during the spring semester for the ensuing academic year. Full committee rosters, except four student slots on core standing assembly committees (reserved for MCSA First-Year Committee members), will be brought for action to the last Campus Assembly meeting of the spring semester.
- B. To ensure the proper elections of members of the Campus Assembly by the Morris Campus Student Association (MCSA) and the United Staff Association (USA) as specified in Article IV, Section 7.
- C. To administer elections ~~prepare election slates~~ for the vice chair and faculty and P&A positions on the Steering Committee, ~~on the Membership Committee, and~~ for the position of parliamentarian, and for the faculty and P&A positions on the Consultative Committee.
- D. To report to the Campus Assembly the results of USA and student elections of members of the Steering Committee and of the Consultative Committee.

UNIVERSITY OF MINNESOTA, MORRIS BY-LAWS

Section 8. Student Affairs Committee

- B. Responsibilities

The Student Affairs Committee develops, reviews, and recommends policy for student activities and services, such as housing, health, food, athletics, financial aid, campus events, and student behavior. It has the power to grant

recognition to student organizations and to approve their constitutions and by-laws, as well as to review and approve subsequent amendments. It provides for the enforcement of procedures and regulations to maintain appropriate standards of conduct within the student community. It develops and **implements monitors compliance with** rules and procedures for all campus-wide student elections.

Article IV. Election of Members to the Steering, Membership, and Consultative Committees, and to the Position of Parliamentarian

Section 1. Election of Members to the Membership Committee

A. Election by Constituencies

Members of the Membership Committee shall be elected by their constituencies. The faculty in each division will elect one member. P&A staff will elect one member. USA staff will elect two members. Students will elect two members. Each constituency will determine its own process and will notify the Steering Committee of election results.

B. Assumption of Office

Newly elected members of the Membership Committee shall participate in meetings as non-voting members upon election and take office the day after spring commencement.

Section 2 Election of Members to the Steering and Consultative Committees

A. ~~Section 1.~~ Nominations

Two weeks prior to the elections, the Membership Committee shall **actively solicit an adequate number of timely nominations by** announcing to all Campus Assembly members which committee members' terms are expiring and which are continuing **and shall request nominations for the open positions for which it administers elections.** Nominations shall be open for 10 days **and there must be at least one more candidate than there are openings for each category of position.** Continuing members of the Membership Committee shall contact each nominated person to ascertain whether the person is willing to serve.

For all Steering and Membership elections, the assembly shall be presented with a choice of candidates. For faculty and P&A Consultative elections, the constituencies shall be presented with a choice of candidates. There must be at least one more candidate than there are openings for each category of position. If, for example, two student positions are open, at least three candidates must be brought forward for the vote. The Membership Committee shall actively solicit an adequate number of timely nominations for each open position. Should there not be at least one more candidate than there are openings for any position, then the election for that position will be postponed until the next Campus Assembly meeting.

B. ~~Section 2.~~ Sequential Elections

For each open position, there is a separate election, administered by the Membership Committee. Election results are announced before subsequent elections proceed. This structure recognizes that voters may have concern for balance, and previous votes may affect subsequent preferences.

Elections are held in the following order: Vice chair of the Steering Committee; other **faculty and P&A** positions on the Steering Committee; **positions on the Membership Committee;** faculty and P&A positions on the Consultative Committee; parliamentarian.

C. ~~Section 3.~~ Instant Runoff Voting

All elections managed by the Membership Committee will use single-transferable-vote instant runoff voting. At least fifty percent of the eligible voters must vote in order for the result to be considered valid. Reasonable accommodations must be provided for those requiring alternative voting options.

A. Voting Procedure

For each election, voters rank their preferences, the number "1" indicating first choice, the number "2" indicating second choice, etc., omitting their least preferred candidate. Voters may partially abstain by omitting more of the candidates, but then their ballots may be discarded at some point in the counting process.

B. Counting Procedure

A candidate who has a majority of first place votes is the winner.

If there is no such candidate, then the candidate or candidates with the fewest first place votes are removed from contention and their ballots are distributed to the remaining candidates according to second choices. A candidate who then has a majority of the ballots is the winner.

If there is still no winning candidate, the process continues with the last place candidate or candidates being removed and their ballots being distributed to the remaining candidates according to highest choices until one candidate has a majority of the ballots. This candidate then is the winner.

C. Ties

A tie occurs when all candidates in contention have the exact same number of ballots for them. Ties are resolved by an immediate revote among just these candidates by the same instant runoff procedure.

D. Section 4. Assumption of Office

Newly elected members of the Steering and Consultative Committees take office the day after spring commencement. Newly elected members of the Membership Committee shall participate in meetings as non-voting members upon election and take office the day after spring commencement. A newly elected parliamentarian takes office the day after spring commencement.

E. Section 5. Vacancies

In the event that the chair of the Steering Committee cannot serve the remainder of the year, the vice chair shall become the chair and a special election shall be held at the next meeting of the Campus Assembly to elect a new vice chair. For other vacancies, a special election shall be held at the next meeting of the Campus Assembly to fill the vacancy. For all special elections, the protocols described in Sections 1-3 shall be followed.