Campus Assembly

Campus Governance

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Campus Assembly minutes 03/01/2017

Campus Assembly

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Campus Assembly Meeting
March 1, 2017

I. **Chancellor's Remarks**.

Chancellor Behr gave the following remarks, "I am so pleased to stand before you this afternoon at this, my first Campus Assembly meeting. In my time here—almost a month already—I have found everyone I've met to be welcoming, supportive, optimistic, and deeply committed to the work that we all do in support of our students and our campus.

Over the course of this month I have done and learned a lot. Among other things, I attended my first Regents meeting, met with over a hundred alumni at the Midwinter event, hosted President Kaler's campus visit, attended several shared governance committee meetings, met with student groups, been introduced to our American Indian Advisory Council, attended sports, arts, and cultural events, and perhaps most daunting, taken the Minnesota driver's license written test. Beginning next week I will attend my first budget compact meeting, embark on a media tour and more formal outreach to the local area, travel to meet significant donors, and all of this just in time to attend the next Regents meeting in Duluth. I am drinking from the proverbial firehouse.

I have good news to report about members of our community: 17 of our faculty members submitted proposals for the University of Minnesota's Imagine Fund Awards and 17 of our faculty received these awards in support of projects in the arts, humanities, and design. Rebecca Dean was just awarded the UMM Alumni Teaching Award. These awards reflect the commitment of our community to supporting and recognizing high quality contributions. And I know there are some additional awards soon to be announced. If I have neglected recent recognitions, it is because I have not learned of them. Please share good news with me so that I can spread the word to our community and our friends.

I very much am looking forward to working with everyone in the months and years ahead to move UMM toward the future. Those of you who attended my campus presentation in October will remember that what attracted me to Morris was its engaged community, our shared passion for the liberal arts, and especially Morris' connected and articulate students. You also will not be surprised to learn that I am interested in thinking about UMM's future in the context of the changing and challenging environment within which higher educational institutions find themselves. We will have the opportunity to be thoughtful as we launch a comprehensive strategic planning effort in the fall. This spring I will consult with shared governance and administrative groups to seek guidance about how best to structure our planning process. Our plan will need to be in alignment with the system wide strategic plan, and most importantly will need to simultaneously honor our mission and core values and be forward looking, confronting our challenges. We do have challenges, but I am certain that we are up to meeting them. Much more will be forthcoming on the strategic planning front.

In the meantime, I want to alert you a more immediate concern that is not unrelated to our planning efforts. I have spent quite a lot of time over the last couple of weeks reading documents concerning our history with the Higher Learning Commission, our regional accreditor. For anyone not familiar with regional accreditation, the HLC is one of six agencies in the US that act as quality assurance agents through a peer review process and—more importantly—as gatekeepers for access to federal funding, including federal financial aid for our students. You may or may not be aware that we have a reaffirmation visit scheduled for fall 2019, ahead of which we need to complete a comprehensive self-study. And before that, we have two major reports due to the HLC: the first is our Quality Initiative proposal, due this July, 2017, and the second is a follow up to our follow up assessment report due in March, 2018. It is that latter report that I want to focus on here.

In trying to understand our recent accreditation interactions, I read UMM's self-study and the visiting team's report from 2010, the initial required follow up assessment report submitted in 2015, the HLC staff response to that report, and a number of other pieces of correspondence. I have also spoken with our HLC staff liaison, Dr. Vanis. While it is not unusual that we would have been asked to submit a follow up report on assessment, as we did in 2015, it is highly unusual that we would have been asked to submit a follow up report to our follow up report. This signals that our progress in this area is of major concern to our accreditor.

Accreditation and assessment are areas with which I have a lot of experience: as a peer reviewer for the HL for more than 20 years, a university coordinator of assessment, and as a staff liaison at a regional accreditor. As I read our 2015 report and the staff response to it, I can assure you that I would have a lot less gracious and a lot more critical than the HLC staff had I been the reviewer. Assessment is a core expectation of accreditation; noncompliance in this area poses a potential existential institutional threat, and we have only a year to get ourselves on the right track. Let me be clear: we will not solve this issue by continuing to submit follow up reports; if the March 2018 report does not assure the Commission that we are seriously, systematically, universally, and effectively undertaking the assessment of student learning it will be become a focus of our comprehensive visit, putting us in jeopardy of a sanction in the worst case and a special focus for our comprehensive visit (viewing our assessment practices and implementation under a finely tuned microscope). Neither of these are desirable outcomes.

While there has been some progress across campus since the 2015 report, my reading of the Assessment of Student Learning Committee's archive does not reassure me that we are comprehensively, universally, and effectively undertaking the assessment of student learning. I will be working with the ASLC and others to make sure that our movement toward addressing this issue is serious and systematic; and that our efforts will pass muster. We will not resolve all of our shortcomings with respect to assessment in one year—indeed this will continue to be an ongoing process—but at the same time we need all concerned, including all programs, to jump in with both feet and to undertake this work with the seriousness of intent that it deserves.

We are clearly doing great things at UMM … and we should—and I do—celebrate all that we accomplish. We will continue this work together, develop and implement a plan that highlights and enhances our strengths, ensures that we articulate and effectively tackle areas for improvement, and documents all that we are doing to make our great work evident to others."

II. **For Action. From the Steering Committee**. **Amended minutes from 12/6/16 Campus Assembly meeting approved. Motion passed by unanimous voice vote.**

III. **Old Business**.

    A. For Information. From the Steering Committee. Status of Constitution proposed amendment group 4.

Jon Anderson, Chair of Steering Committee, reported that the proposed amendment group 4 primarily focuses on the elimination of several committees and reformation of another committee. The Constitution Review task force held opening meetings on campus to get feedback on these suggestions/ideas. The Steering Committee has reviewed and discussed the proposed changes and decided they would consult with existing committees and other administrative units to think about how the proposals might be implemented if they were approved. Our approach will be replacement before repeal.

Summary of proposed changes:

1. Eliminate the Campus Consultative Committee

2. Eliminate the Assessment of Student Learning Committee
3. Eliminate the Academic Support Services Committee
4. Eliminate the Faculty Development Committee
5. Eliminate the Functions and Awards Committee 6. Eliminate the International Programs Committee
7. Replace the Multi-Ethnic Experience Committee with an Equity and Diversity Committee

Comments:
- Pieranna Garavaso expressed concern about the important and successful work the Faculty Development does in planning of the fall development day. If the assessment work is redistributed to the Curriculum Committee, she can't imagine that committee taking on that amount of work. Regarding the Functions & Awards Committee, we have had a lot of discussion in assembly about Scholar of the College criteria. Why would Scholastic determine the criteria for the awards? Michael Korth responded that these are just suggestions from the task force on how some of the work could be redistributed.
- Roland Guyotte noted that he would not be surprised if every committee listed had an advocate. The Consultative Committee has a particular UMM focus and redistributing their work would send issues to the Twin Cities or to faculty and P&A senators. He would be happy if Steering took up some of the work of the Consultative Committee. Eliminating Academic Support Services takes away the reporting line to Campus Assembly.
- Sarah Buchanan made an editorial comment about the description of the International Programs Committee and clarified that UMM's faculty liaison and faculty campus advocate are the same person. The ACE office is hugely overworked and understaffed. She believes this is a blow against our mission that we prepare our students to be global citizens.
- Sheri Breen said she is the currently faculty advocate and it is not true that the work of international programs runs largely through the Learning Abroad Center in the Twin Cities. The vast majority of current programs run through the ACE office and will in the future.
- Rebecca Webb noted one of the important things about the Consultative Committee is that, unlike other governance committees, it is made up of more EQUAL representation of students, staff, and faculty. In light of the chancellor's remarks about our assessment concerns, I question if considering the elimination of the Assessment Committee is a good idea right now.
- Rebecca Dean reiterated how important assessment is right now and is open to the argument that we want a compensated position to do the work but that's not on the table at the moment. She is concerned about Curriculum Committee taking over at a time when we really to get our ducks in a row in terms of assessment.
- Tiernan Lenius commented that as a student and a member of MCSA, it would be a lot easier to get students to participate on committees if there were fewer committees.
- Janet Ericksen wondered if we would vote on eliminating certain committees and then decide who would cover the work? Jon Anderson responded that Steering is purposely not bringing this forward now until they undertake the process that she is concerned about.

    B. **For Information**. From the Constitution Review Committee. Review proposed amendment group 5.
        Attached – pages 9-12.

Michael Korth walked through the proposed amendments:

1. Eliminate references to elections being held at a meeting
2. Institute elections by constituencies for Steering Committee and Membership Committee positions
3. Simplification
As we transition to electronic voting, we need to remove requirements that elections be held at meetings of the Campus Assembly.

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.

Comments:
- Jennifer Goodnough wondered about the 50% voting to make it valid. What happens if it's not valid? Michael Korth responded there would no result and elections would need to be held again. Goodnough wondered if that's obvious? Do we re-nominate or re-vote?
- Tim Lindberg added this potentially makes it clearer that Membership has the authority to manage elections and work out the details.
- Nancy Carpenter thinks this makes really good sense. It's more sensible to have each constituencies choose the right person for the job.

IV. **New Business**.

    A. For Information. Dave Israels-Swenson made a motion to bring the following MCSA resolution forward for information. Motion passed by unanimous voice vote.

Morris Campus Student Association Resolution

Authors: Abbey Dickhudt, Katherine Duram, Katie Ledermann, Josiah Gregg, Sara Carman

WHEREAS The University of Minnesota, Morris students support environmentally sustainable initiatives that affect the broader community, and we think the University of Minnesota, Morris' leadership and commitment to sustainable initiatives are important, and

WHEREAS Morris Campus Student Association recognizes the large and essential role of food in overall health and campus sustainability, and

WHEREAS Sustainable food purchasing plays a large role in reducing environmental impacts, improving food security, and supporting fair and resilient food systems, and

WHEREAS The University of Minnesota, Morris' vision statement includes, "to become effective stewards of our environment and serve as a national leader in areas of sustainable energy and green living," and

WHEREAS We recognize the current efforts by the University towards campus sustainability, however, we feel that there is a lack of attention for procurement of local and environmentally sustainable produced foods, and

WHEREAS The University of Minnesota, Morris has committed to using the Sustainability Tracking, Assessment & Rating System™ (STARS®), which is a transparent, self-reporting framework for colleges and universities to measure their sustainability performance, and the University of Minnesota, Morris has a goal of becoming one of the first STARS platinum schools in Minnesota, and

WHEREAS The University of Minnesota, Morris' food and beverage purchasing and sustainable dining scores detracted from the University's overall impressive STARS rating with scores of .76 out of 4 possible points for Food and Beverage purchasing and 1.0 out of 3 possible points for Low Impact Dining, and

WHEREAS We recognize the current efforts by Sodexo to choose food suppliers providing local foods, however, we believe these efforts could be significantly improved, and

WHEREAS We recognize that some of the suppliers are considered "local" by the Sodexo contract, however, we believe these suppliers do not adhere to "environmentally and socially preferable food and beverage items" laid out in the STARS standards, in order to "reduce the social and environmental impacts of food production and help foster

robust local economies and food security; improved conditions for farm workers; healthier animals, soils and waterways; and secure livelihoods for farmers ," therefore

BE IT RESOLVED That the University of Minnesota, Morris continues to support sustainable food practices by assisting Sodexo and holding them accountable to our sustainability vision and goals, and further

BE IT RESOLVED That the University of Minnesota, Morris commit to improving UMM's STARS ratings in Food and Beverage Purchasing to 4.5 (minimum) out of 6 possible points*, and ratings in Sustainable Dining to 1.5 (minimum) out of 2 possible points*, and further

BE IT RESOLVED That Sodexo will commit to sourcing food from local and environmentally sustainable suppliers in accordance with the STARS rating standards, and further

BE IT RESOLVED That Sodexo will provide written reports of their food sourcing and progress towards improving their STARS rating that are public and accessible to UMM faculty, staff, and students, and further

BE IT RESOLVED That students are committed to maintaining strong leadership in campus food-related sustainability actions and are willing to continue to work with Sodexo to help further the goals outlined in this resolution,

FURTHERMORE In the instance that Sodexo fails to adequately respond to student concerns, the Morris Campus Student Association requests that University of Minnesota, Morris administration not renew the Agreement and actively pursue other options for food service management and operations in anticipation of the Agreement's expiration in 2018

Comments:
- Katherine Duram, one of the writers of the resolution, said she felt UMM should be able to support such a movement and asked for campus wide support from faculty and staff.
- Pieranna Garavaso said she likes the concrete ideas that have been written but she also thinks it should be noted that the administration does not need to sign or renew the agreement if Sodexo does not respond to this request.
- Bryan Herrmann responded that to outright cancel the contract would be challenging from our standpoint. We could try to add incentives to the contract. The Twin Cities has performance measures in their contract and then they are recognized for meeting those measures.
- Sandy Olson-Loy added that if we terminate the contact, that requires us to find another vendor. As Bryan said, the Twin Cities uses incentives in way to call out what's important and where there should be progress.
- Katherine Duram asked if incentivizing holds them to the contract. We want to make it clear that we are serious about procuring foods more locally. What happens if they do not obtain the incentives that have been laid out? Are they penalized?
- Stephen Burks asked if we have other vendors who are willing to bid on a contract? He wondered if it would be better to look at incremental ways for improvement—to partially penalize or incentivize? How should we move forward in terms of the resolution?
- Bryan Herrmann suggested redrafting the resolution to include the incentive measures.
- Leslie Lindberg added that a common complaint from our international students that we don't offer a variety of foods from the international student perspective.
- Tiernan Lenius wondering what the cost would be to have our own infrastructure to provide food for the students.
- Bryan Herrmann responded that going to a model where we self operate would not be financially viable for us.
- Sandy Olson-Loy added that given our location in rural American, it can be challenging to find programs that meet the needs we have. We did let go of a dining services vendor a number of years ago because they weren't providing our needs. Companies want to demonstrate they are being responsive.

She added that the resolution could be sent back to the Student Affairs Committee for governance review and input.
- Simon Franco made a motion that the resolution to the Student Affairs Committee for further consideration. Motion passed by unanimous voice vote.

V.   **Campus Committee Reports.**

A. For Information. From Scholastic, Health Services and SCEP. Makeup Work for Legitimate Absences Policy. (*15 minutes).*

Makeup Work for Legitimate Absences Policy Changes presented by Jennifer Goodnough.

Policy
- Defines as short list of circumstances for which students cannot be penalized for missing coursework IF a student notifies the instructor ASAP. Instructors have the **option** to require verification.
- Instructors have discretion regarding absences or make-up work for all other circumstances.
- Instructors are not obligated to accommodate a student who has missed so much of the critical components of a course, even for legitimate reasons, that arrangements for makeup work would not be reasonable.

Policy Current Short list
- illness, physical or mental, of the student or his or her dependent
- medical conditions related to pregnancy
- participation in intercollegiate athletic events
- subpoenas
- jury duty
- military service
- bereavement, including travel related to bereavement
- religious observances
- activities sponsored by the University if identified by the senior academic officer ... as the basis for excused absences
- participation in party caucuses, ... Board of Regents resolution

Makeup Work for Legitimate Absences Policy Changes

- **Change One**: Addition of a Legitimate Absence

Participation in formal University system governance structures, including the University Senate, Student Senate, and Board of Regents meetings, by those students who have been selected as representatives to those bodies. The new FAQ indicates this is really limited to the three listed meetings.

- **Change Two**: Limit on instructor option to request verification.

The instructor has the right to request, … verification for absences with the exception of a single episode medical absence that does not require medical services. The instructor does have the right to request verification for recurring medical absences.

Exception: The Morris campus may request verification of single episode medical absences in certain situations such as missing laboratory sessions or exams.

What is a single episode medical absence that does not require medical attention?
These episodes refer to common, short-term, medical conditions that are generally best treated through self-care and that may prevent someone from participating in a class activities, but do not require a visit to a health care provider (e.g. common cold, influenza, headache, fever, etc.).

Why can verification not be requested for single episode medical absences that do not require medical provider attention?
Clinic visits for these conditions are unnecessary uses of medical resources. In addition, for some conditions such as influenza and colds, a clinic visit may spread the illness to others. However, verification may be requested for multiple instances of such absences regardless of the need for medical provider attention.

Morris website: http://www4.morris.umn.edu/policies/legitimate-absence

> • See Health Service personnel the day you are ill.
> • See a physician at another medical facility.
> • If illness prevents you from traveling to campus, call or email Health Service the day of the
illness to discuss and verify the illness and treatment. *This option is used rarely and is not available for multiple requests or extended illness without additional documentation.*

Janet Erickson said it would be helpful if the correct language was used across campus. Sandy Olson-Loy added that we transitioning language from class excuse to verification of legitimate absence.

Additional committee reports:

• **Subcommittee to Faculty and P&A Affairs Committee**. Peh Ng said the message below was sent to UMM's Finance and Steering Committees:

"On behalf of the FacP&A Affairs Committee, we would like to ask that the following statement that our committee has unanimously agreed on, be shared with Steering Committee members at your next meeting:

The UMM Faculty and P&A Affairs Committee strongly encourages the UMM Finance Committee and the UMM Administration to balance the FY 2018 budget without freezing the salary for Faculty and P&A.

Background and Rationale: For many years faculty salaries at UMM have lagged behind those at other University of Minnesota campuses as well as at peer institutions (both our peer comparison group and our aspirational group; see http://reports.morris.umn.edu/ComparisonGroup.php). Efforts to narrow that gap have been an important signal that the administration is committed to top quality instruction and scholarship on campus through recruiting and retaining the best possible faculty. Indeed, this is the third academic year that the UMM Administration has made concerted efforts to infuse additional dollars to the faculty salary pool. At the December 14, 2016 UMM Community Meeting hosted by Chancellor Emeritus J. Johnson, one possibility to address the challenges for the FY 2018 budget was "no salary increase" for Faculty and P&A. Since we are currently in the third year of a nominal salary infusion, a salary freeze in FY 18 would undo the efforts of UMM's commitment and would seriously damage faculty morale, recruitment, and retention."

• **Assessment of Student Learning Committee**. Rebecca Dean said she appreciated Chancellor Behr's remarks regarding assessment and agrees that it's critical. Working with the chancellor, the Assessment Committee will work to refocus our goals of reaching HLC targets. Disciplines can expect a review of our committee's feedback on five-year plans that have been collected, particularly student learning outcomes. The committee is available to help reshape the model if necessary.

• **Faculty and P&A Affairs Committee**: Chlene Anderson reported that following up on the SRT study FACPAAC conducted last year, the Faculty Development Committee has arranged for David Langley from the University of Minnesota Center for Educational Innovation to be on campus Wednesday April 26 to present, "Responding Constructively to Your SRT Results" from 11:00 to noon and again from noon to 1.

FACPAAC is working on two studies this year:

The Salary study sub-committee reports the AAUP salary data for this year will be released in mid-April. We'll wait until this year's data is in so we can determine the results of the three-year infusion of additional funds into the faculty salary pool. And, Peh has already shared the resolution against a salary freeze.

The Workload study sub-committee is responding to a concern about faculty workload in respect to faculty involvement with undergraduate research/creative activity OUTSIDE of regular course activities, directed studies, and grant-related work. The sub-committee released a **short** survey last Friday. We currently have a 29% response rate. I'm sure you'd hope for a higher classroom SRT response rate. Please help us do better.

Even if you didn't work with students in any of these activities, we'd like you to complete the relevant survey questions. Julia Dabbs sent it last Friday around 9 AM. We'll also send a reminder next week.

• **Membership Committee**: Jodi Sperr reported that the committee is beginning the process of elections for the 2017-18 academic year. The first election is for vice chair of the Steering Committee. Voting will be done using Simply Voting. The list of nominees include: Tammy Berberi, Barbara Burke, Michael Korth, Denise Odello, Bibhu Panda, and Heather Waye.

VI.   **All University Reports.** *(15 minutes)*

• **Senate Committee on Faculty Affairs**. As UMM's faculty rep to SCFA, Peh Ng reminded assembly members of the email she sent to campus about Learning Management System information (Moodle/Canvas).

The UM's Office of Information Technology (OIT) has been gathering and is still seeking feedback from faculty and teaching P&A about replacing Moodle with a new LMS platform (canvas). [The details of the feedback so far can be found at the pages linked from the Senate's email to me below.] Eventually, the OIT's proposal will be reviewed by the University Minnesota Academic Technology (ULTA) committee.

There are several avenues through which you may share your concerns/support/comments with OIT about replacing Moodle with another LMS. You may contact OIT or members of ULTA committee. And, since SCFA will be discussing this, you may also let me know of your feedback regarding replacing Moodle, but please do so **by March 20**.

Additionally, SCFA will be working with administrative units to implement an administrative policy that non-tenure track faculty will not exceed 25% FTE.

• **University Learning Technology Advisors**. Report from Kristin Lamberty. ULTA continues to hear and discuss reports from a variety of perspectives about the impact of a potential change of learning management systems (LMS). Please feel free to forward any feedback about LMS to KK Lamberty that you would like to contribute.

ULTA will make a report and recommendation.

More information and interim reports are available here:
http://ulta.umn.edu/current-proposals/lms-evaluation-data-reports

Motion to extend meeting time by 10 minutes approved unanimously by voice vote.

VII.   **Announcements.** *(15 minutes)*

     A.   General announcements.

Mary Elizabeth Bezanson urged committees to submit their minutes to the digital well. She also asked if we are reducing our battery use.

     B.   Update on open, common time proposal.

Jon Anderson reported that the Steering Committee is consulting and reviewing how other institutions have implemented an open period. This could possibly come forward for a vote late spring semester or early fall of 2017.

VIII.   **Adjournment.**

Meeting adjourned.

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 year~~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.

Revised Amendment Group 5 Summary

To: Steering Committee
From: Constitution Review Committee (David Israels-Swenson, Matt Zaske, Michael Korth)
Re: Revised Amendment Group 5

We have made five small modifications to the Group 5 Amendments that were presented to the Campus Assembly on March 1, 2017. They are:

1. In By-Laws Article IV, Section 2, Subd. C, insert "Voters may partially abstain by choosing to rank only some of the candidates on a ballot." This preserves an explicit rule currently in the By-Laws that some members of the Campus Assembly have expressed a desire to keep.

2. In Constitution, Article VI, Section 1, Subd. B, insert "All members of the Campus Assembly may vote in the elections of the vice chair and the parliamentarian." This is intended to add clarity.

3. In Constitution, Article VI, Section 1, Subd. B,change

    "The other members shall be elected next, by their constituents, . . ."

    to

    "The ~~other~~ faculty, P&A staff, student, and USA staff members shall be elected next, by their constituents, . . ."

4. In Constitution, Article VI, Section 1, Subd. B, insert "Finally, the parliamentarian is elected for a term of two years." This adds clarity to the term of the parliamentarian.

5. In Constitution, Article VIII, Section 2, Subd. C,change

    "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, . . ."

    to

    "To administer elections ~~prepare election slates~~ for the vice chair, faculty, P&A, and parliamentarian positions on the Steering Committee, ~~on the Membership Committee, and for the position of parliamentarian~~, . . ."

For your convenience, these new changes are highlighted in green in the attached document.

We are now putting these forward for a vote by the members of the Campus Assembly. If you decide they should be presented again at a meeting of the Campus Assembly before the vote, we can be ready to explain the revisions.

Revised 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. All members of the Campus Assembly may vote in the elections of the vice chair and the parliamentarian. The vice chair shall be elected first for a term of one year and then serve as chair for the next year. The ~~other~~ faculty, P&A staff, student, and USA staff members shall be elected next, by their constituents, terms being one year for students and two years on a staggered basis for others. Finally, the parliamentarian is elected for a term of two years. 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 year~~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, faculty, P&A, and parliamentarian 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.

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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 announc~~ing~~e 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. Voters may partially abstain by choosing to rank only some of the candidates on a ballot. 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.

B. ~~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.