

Add Special Meetings for Standing Committees to University Council Bylaws

Proposal: To allow Standing Committees of the University Council to call special meetings. Add this option to the University Council Bylaws, Part II-Basic Charge to Standing Committees, #II.

Revision to University Council Bylaws. Part II - Basic Charge to Standing Committees, #II as follows:

- I. Each Committee shall review established policies and their administration and shall offer such recommendations as it deems necessary.
- II. Unless these Bylaws provide otherwise, the individual who served as Chair in the previous year shall convene the initial meeting within the first three weeks of the Fall Semester. Each standing committee shall meet at least once each semester during the regular year, except for the Faculty Grievance Committee which shall meet on an as needed basis. Electronic meetings are acceptable as the initial meeting for electing a new chair, but Committees should still meet face-to-face once each semester in normal circumstances. **Special meetings of standing committees shall be called in either of the following ways: 1. By the chair of the committee 2. By written petition, signed by 10% of the committee members, addressed to the committee Chair.**
- III. Reports providing information and results of investigations shall be submitted to the Executive Committee for inclusion on the agenda. Each Committee will specifically report on the disposition of all items referred to it.
- IV. Recommendations to the Council shall be submitted to the Executive Committee for inclusion on the agenda.
- V. Minutes of each committee meeting shall be furnished to the Secretary of the Council who shall make them available to the University community electronically.
- VI. Committee meeting times shall be posted by the committee chair on the University's master calendar.

Rationale:

1. Both the University Statutes and the University Council Bylaws specify that a special meeting of the University Council can be called (see below); however, neither specifies that a special meeting of UC Standing Committees can be called. This revision would add that option to the University Council Bylaws.
2. If all seats on the University Council are filled in 2020-2021, there will be 230 members of Council. Only 20 members of Council (about 10%) are required to call a special meeting of Council. This proposal for calling a special meeting of a standing committee at the request of 10% of its members is consistent with those requirements.

Information from the University Statutes and the University Council Bylaws on Calling Special Meetings of the University Council.

From the University Statutes: Article V-The University Council; Section 11. Special Meetings.

“The presiding officer of the Executive Committee of the Council shall have authority to call a special meeting, or a special meeting shall be help upon written petition, addressed to the Executive Committee and signed by twenty members of the Council.”

From the University Council Bylaws: Part V-General Procedures; IV. Meetings. #C.

C. “Special Meetings: Special meetings shall be called in any of the following ways: 1. By the presiding officer 2. By majority vote of the Executive Committee 3. By written petition, signed by twenty or more Council members, addressed to the presiding officer.”

**Number of Members of UC Standing Committees, 2020/2021
As of October 8, 2020**

17 Standing Committees	Total Members (includes ex-officio)	Ex Officio Members
Facilities	33	7
Intercollegiate Athletics	10	1
Statutes & Bylaws	5	0
Student Life	18	1
Curriculum	21	1
Educational Affairs	16	1
Executive Committee	27	2
Faculty Admissions	26	5
Faculty Affairs	23	0
Faculty Grievance	7	0
Faculty Post-Tenure Review Appeals	7	0
Faculty/Staff Parking Appeals	5	0
Human Resources	27	1
Program Review & Assessment	29	0
Strategic Planning	11	1
University Libraries	20	1
University P&T Appeals	18	0 (Provost is Chair)

Number of Members of University Council. If all seats are filled, Council has a total of **230 members**, including 31 ex-officio members as follows from the *University Council Bylaws, Part V-General Procedures; III. Election and Appointment Procedures*

B. Ex officio voting members of the Council shall consist of the President of the University, who shall be the chair and presiding officer of the Council; no more than six Senior Vice Presidents and Vice Presidents; the Deans of the schools and colleges; the Associate Provost and University Librarian; the Registrar, who shall be the Secretary of the Council; the President of Student Government Association; the President of the Graduate Student Association; the President of the UGA Staff Council; the President of the UGA Postdoctoral Association; and the President of the UGA Alumni Association. Elected faculty, staff and students shall constitute the remainder of the Council.

C. Ex officio non-voting members shall consist of the Vice President of the Student Government Association and the Vice President for Development and Alumni Relations.