

## SEC/VPAA JOINT CONFERENCE MINUTES

December 11, 2012  
2:30 – 4:30 pm

Senate Conference  
140 McFall Center

**PRESENT:** David Border, Michael Buerger, Mark Earley, Rachelle Hippler, Paul Johnson, Sarah Rainey, Greg Rich, Rodney Rogers, Sheri Wells-Jensen, Elizabeth Wood

**PRESIDER:** Vice Chair, Wells-Jensen.

**OLD BUSINESS:** None

### **NEW BUSINESS:**

#### Library Advisory Committee Revisions

Proposed changes in the charge of the Library Advisory Committee were forwarded to SEC by the Committee on Committees. After discussion of the rationale and possible impacts, SEC voted to approve the changes.

Secretary Wood was directed to notify Com Com of SEC's approval. UPDATE: Since this is a university standing committee, the action falls under provisions of Section V. subsection A of the *Charter* and requires approval of the University President or her designee. Wood sent a letter of transmittal with the text of the changes together with a brief rationale for the changes to President Mazey's designee (and Board of Trustees Secretary), Patrick Pauken.

Excused Absence Policy The *Charter* currently sets forth in B-II.G three grounds for an exception to the general class attendance policy: religious holidays; National Guard or other military call to active duty; and severe weather.

The proposal brought to the SEC by the Provost with support from the Committee on Academic Affairs is to add to the *Charter* an additional exception for "Students who are required to participate in official University business, as defined in the student handbooks..." and also a statement that – "when excused -- the student still has the responsibility for completing assignments where replication of work in the class or classes missed is possible."

Concomitant changes to the Student Handbook were proposed to clarify 1) what constitutes "official university business" and 2) what will be the required process

for notifying the faculty in advance of any excused absence for carrying out university business.

SEC voted to refer the proposed *Charter* changes to the Amendments and Bylaws Committee for articulation as a recommendation that will be subject to a vote at an upcoming Senate meeting.

Senate Absence Appeals SEC entertained requests for waivers to the *Charter's* attendance policy which mandates that a Senate seat be relinquished if a senator accrues more than two unexcused absences. SEC has authority to grant waivers "for good cause" and did so in both cases. Secretary Wood has informed the appellants that each was granted a waiver.

**ISSUES AND CONCERNS:** None were raised.

**ADJOURNMENT:** 3:35 PM

Respectfully submitted, Elizabeth J. Wood  
Faculty Senate Secretary