

Subcommittee to review the Charter and Bylaws

Phase I members: Wayde Oshiro, Michael Oishi, Eiko Kosasa

Purpose

To revise the Charter and Bylaws to reflect updated policies since the last revision in 2016.

To improve the Senate's ability to carry out its functions through a regular, streamlined process for updating the bylaws.

Process

- Phase I: Spring 2019
 - Separate the charter from the bylaws
 - Charter
 - Update membership requirement for lecturers (Article IV, Membership in and Composition of the Faculty Senate, Section 2)
 - Add Wai'anae Moku as a constituency (Article IV, Membership in and Composition of the Faculty Senate, Section 4)
 - Bylaws
 - The election period requirement will be generalized to “be completed by the last day of November.” (Article VI, Section 4)
- Phase II: AY 2019-2020
 - Revise bylaws to facilitate Senate functions and business
 - Review recommendations from the subcommittee
 - This phase will include a broader representation of faculty constituencies on the subcommittee

Spring 2019 Timeline

- January 16 Outline the plan to the Senate
- January 30 Submit motion
- February 13 Introduce motion

- March 13 Vote on the motion (if approved, next step)
- March 25-29 Campus forum
- April 1-5 Online faculty vote (if approved, next step)
- April 8 Submit revised charter and bylaws for chancellor's approval
- April 10 or May 1 Subcommittee submits additional recommendations

Amendments

Charter

Section	Current with strikethrough	Revised/New	Rationale
Title	Charter and Bylaws	Charter	Delete reference to "Bylaws" with the separation of the Charter from the Bylaws.
I. Charter	I. Charter	Charter	Charter and Bylaws to be separated.
Article IV, Membership in and Composition of the Faculty Senate	SECTION 2. All lecturers teaching at least 8 <u>credits</u> at Leeward Community College are welcome to participate in the Faculty Senate and are entitled to vote in the elections of members to the Faculty	SECTION 2. All lecturers teaching at least 8 teaching equivalencies at Leeward Leeward Community College are welcome to participate in the Faculty Senate and are entitled to vote in the elections of members to the Faculty Senate	Community college lecturers are compensated by calculating teaching equivalencies (TE), not credits. This change will eliminate the confusion over which lecturers are eligible to participate in Faculty Senate elections.
	SECTION 4. Composition of the Faculty Senate shall come from the following constituencies:	[ADD] J. Wai'anae Moku	According to the Leeward organizational chart (Chart 3-B), Wai'anae Moku reports directly to the Dean of CTE. Other FS constituencies included in the chain of command are Professional Arts and Technology, Business, and Office of Continuing Education and Workforce Development.
Article VI, Amendment of Charter and	Article VI, Amendment of Charter <u>and Bylaws</u>	Article VI, Amendment of Charter	Deleted reference to "Bylaws" with the separation of the Charter from the Bylaws.

Bylaws			
	SECTION 1. All amendments to this Charter <u>and the Bylaws</u> must be approved by two-thirds of votes cast by Senate members.	SECTION 1. All amendments to this Charter must be approved by two-thirds of votes cast by Senate members.	Deleted reference to “Bylaws” with the separation of the Charter from the Bylaws.

Bylaws

Section	Current	Revised/New	Rationale
II. Bylaws	II. Bylaws	Bylaws	Charter and Bylaws to be separated.
Article II, Section 2, D	<u>Facilitate the review of the Faculty Senate Charter and Bylaws as needed</u>	Will regularly evaluate and update the Faculty Senate Charter and Bylaws to ensure currency of information and compliance with existing policies and practices.	There is a need for ongoing review of the Charter and Bylaws to maintain the currency of both documents. The revised language ensures that reviews are conducted on a regular basis.
Article VI, Section 3	Elections will be made accessible to all faculty in rank C-2 or higher and all lecturers teaching at least 8 <u>credits</u> at Leeward Community College.	Elections will be made accessible to all faculty in rank C-2 or higher and all lecturers teaching at least 8 <u>teaching equivalencies</u> at Leeward Community College.	Community college lecturers are compensated by calculating teaching equivalencies (TE), not credits. This change will eliminate the confusion over which lecturers are eligible to participate in Faculty Senate elections.
Article VI, Section 4	The election period will commence on the first Monday of November and end on the following Monday	The election will be completed by the last day of November.	Provides added flexibility to the scheduling of Senate elections.
Article VIII, Amendment of the Bylaws		SECTION 1. All amendments to these Bylaws must be approved by two-thirds of votes cast by Senate members.	Amendment of Bylaws was removed from the Charter. This Article is new and stipulates Senate approval only rather than Faculty approval. Bylaws are guidelines used to facilitate the business of the Senate. Such flexibility will allow the Senate to be more responsive and quicker to address new and/or changing conditions or circumstances.
		SECTION 2. If adopted, the proposed amendment shall be sent to the Chancellor. Amendments shall become effective upon approval by the Chancellor. The Chancellor will notify the Faculty Senate Chair regarding decisions on the amendments.	

Year-End Recommendations (TBD)

Charter - Future recommendations

Section	Current	Revised	The reason for the recommendation

Bylaws - Future recommendations

Section	Current	Revised	The reason for the recommendation