

Constitution and Bylaws Committee

CBC Guidance on Senate Ratification of URPC Recommendations

The Senate Chair has asked the Constitution and Bylaws Committee to advise on appropriate procedure for ratification of the URPC's Recommendations to the President in the absence of policy guidelines.

The CBC believes that any contingency can be handled through normal Senate procedures, which we discuss below.

The following Bylaws establish appropriate procedure:

Bylaws Section 11.35.iii (URPC Reports):

"All recommendations made to administrative officers without prior Senate approval shall be submitted to the next meeting of the Senate following the recommendation for the consideration of the Senate. The Committee shall inform faculty and students about resource issues by providing information reports to the Senate."

Bylaws Section 10.77.ii (Committee Operations):

"When a committee forwards a policy recommendation or recommendation for action to the Senate, this recommendation shall be provided in the form of a resolution or accompanied by a resolution describing the recommended action(s)."

Following these Bylaws, the CBC advises the URPC to formulate a resolution presenting its recommendations, e.g.,

Resolved: That the Senate endorses the budget planning recommendations developed by the University Resources and Planning Committee for the 2019-20 Academic Year.

The Resolution would be offered as any other motion, and the Senate will have the opportunity to discuss and amend the recommendations.

A first reading can be waived by a $\frac{2}{3}$ vote of the Senate to allow the URPC to put its recommendations forward expeditiously.

If a first reading is waived and the Senate makes amendments, those can be approved at the same meeting. Parliamentary procedure allows for recommendations to go back to committee for revision. The URPC is also allowed, per 11.35.iii, to present its revised recommendations to the President if it is necessary for the Senate to reconvene in the following semester to ratify.

Should the resolution not pass, a motion from the floor could direct the Senate chair to forward the results of the vote to the President with the summary report of the debate.

Chapter 22 of the *Standard Code of Parliamentary Procedure* advises that "Recommendations from the committee should be contained in a separate section in the report or attached to the report. Each recommendation should be in the form of a motion or resolution to be presented, discussed, and acted on as a separate motion by the voting body."

If the URPC's recommendations are not presented as separate motions, a Senator may offer a motion to divide the question, which would allow each recommendation to be discussed separately.

Chapter 22 further states: "A committee report cannot be amended except by the committee, since no one can make the committee say anything it does not want to say. However, motions included as recommendations in the report, like all other motions, are subject to amendment and other actions that would apply to any motion."

A suspension of rules can be used to introduce a motion to adopt the recommendations without debate. The Standard Code offers this example: "I move to suspend the rules and approve the recommendations of the treasurer in the distributed written report." A 2/3 vote would "permit the recommendations to be considered and would also adopt the recommendations without debate."

(American Institute of Parliamentarians. American Institute of Parliamentarians Standard Code of Parliamentary Procedure. New York: McGraw-Hill. 2012. p. 97, 209, 212-213).