

William Paterson University Faculty Senate Councils
Year-End Report

Academic Year 2024-2025

1. Council: Governance & Elections Council

2. **Council Members:** Gary Marks (Co-Chair) [LIB-2025], Shan Feng [COB-2026], Venkat Sharma [ADMIN-2025], Johanna Prado [PS-2025], James Miles (Co-Chair) [ADJ-2026], Deniz Yuzel [COAHSS- 2025], Jaclyn Morrisette [COSH-2026], Ellen Pozzi [COE 2026], [date] indicates end of term

3. Council Charges and Summary of Activities:

Standing Charges:

1. Delineate the role of the Faculty Senate in University governance.
2. Review the various governance statements.
3. Recommend patterns of and responsibilities for self-governance by colleges, schools, institutes, divisions and faculties.
4. Review the Policy Manual periodically and suggest policies that need to be reviewed, revised and/or updated.
5. Review proposed amendments to the Faculty Senate By-Laws and Constitution. To provide guidance to the Faculty Senate in the interpretation of proposals and amendment procedures. To maintain accurate records of Faculty Senate Governing documents, including historical records outlining all amendments and alterations.
6. Develop standardized procedures for all campus-wide elections.
7. Conduct Faculty Senate elections prior to April 30th.
8. Conduct campus-wide elections according to the election policy for: a) Promotion Committee, Sabbatical Leave Committee, UFRAC Committee. b) University-wide Ad-Hoc committees and major Search Committees where broad elected representation is needed. These elections can be called upon request from the Senate directly or by the Senate at the request of University Administrative officials for members from Faculty, Librarians, Professional Staff, and Adjunct Faculty.

Priority Charges for AY 2024-2025:

1. Ensure Senate Governing Documents are updated and posted on the Senate website to ensure accessibility.
2. Collaborate with the SEC & Councils on possible use of Sharepoint as a Senate Council document storage option.
3. Seek feedback from Councils on new realignment structure and Standing Charges, including ideas for further streamlining Standing Charges to better reflect the current Council structure.
4. Review Elections Manual and Procedures with newly formed Elections Subcommittee, including exploring a stipulation for seating department representatives after the voting process concludes.
5. Review updates to the election council handbook (update election procedure direction to reflect use of Qualtrics).

6. Update Bylaws to reflect electronic voting during in-person meetings.

2024-2025 Summary of Activities:

The Governance & Elections Council continued efforts to update Faculty Senate governing documents to ensure accuracy and efficiency in Senate activities outlined in the Senate Constitution and Bylaws. The Council struggled in the spring semester to schedule meetings where more than 4 members could attend to reach a quorum for conducting council business.

Related directly to the Councils Priority Charges;

Priority Charge 1- Completed- The Senate Constitution and Bylaws were completely overhauled and redesigned to provide users with ease of access and navigability. Both governing documents were delivered to the SEC for posting on the Senate website. The Faculty Senate website needs to be updated as the [Senate Constitution](#) is mis-labeled.

Priority Charge 2- In Progress- The council sought feedback from other Senate Councils to determine their methods for record keeping. Several councils responded outlining different tools in use for record keeping, and some councils did not respond. G & E will follow up with outstanding councils in AY 2025-26. This is likely to be a decision of the SEC/Senate, if there is a desire to move all councils to Sharepoint for record keeping and continuity.

Priority Charge 3- In Progress- The council collected feedback from several councils and prepared [draft legislation](#) for consideration. These drafts should be reviewed by the councils prior to submission to the Senate for Consideration.

Priority Charge 4- In Progress- The G&E council began reviewing the elections manual. This review will continue in AY 2025-26 as the council will look to update necessary elements. The council asked the SEC for further [clarification](#) on this charge, specifically regarding the seating of dept reps after the designated nominations/elections period. This is already outlined in the Senate Bylaws Art I.Sec1.g.8. Any changes to the Elections Manual would first require a Bylaw amendment.

Priority Chage 5- In Progress- As outlined in Priority Charge 4, the G&E Council began reviewing the Elections Handbook.

Priority Charge 6- In Progress- The council contacted the SEC seeking [clarification](#) on this priority charge.

New items were presented to the council which were outside the purview of the AY 2024-25 Priority Charges. These included a review of the [Program Vitality Review Panels](#) and a consideration of incorporating the panels into the Senate governing documents. The council drafted [potential legislation](#) creating a category of special committees into the Bylaws and will continue to review and discuss with the SEC in AY 2025-26.

Additional council accomplishments.

The G&E council reinstated the paper ballot election procedures for the Senate Executive Committee in AY 2024-25 and successfully administered the election at the May 8th Senate meeting.

Recommended Charges for the Next Academic Year:

1. Collaborate with the SEC & Councils on possible use of Sharepoint as a Senate Council document storage option.
3. Continue to seek feedback from Councils on the new council realignment structure and Standing Charges.
4. Continue to review Elections Manual and Procedures.
5. Provide Senators with an overview of Senate Governance Structures and requirements, including; election procedures, Senator responsibilities (meeting attendance in-person), and Proxy representatives.

5. Please provide suggestions for how the council can be better utilized in the next year:

The G&E Council is outlined in the Bylaws to have a larger membership composition due to the additional responsibilities of conducting Senate & university related elections. The SEC should work to add these additional 3 at-large members to the council in AY 2025-26.