

Longwood University Faculty Senate
PROPOSAL/POLICY COVER SHEET

This cover sheet is intended to provide information to members of the Faculty Senate about a new proposal/policy or about revisions to an existing proposal/policy. This cover sheet is being piloted during spring and fall 2011.

If you are proposing a new policy, then attach the text of the policy to this form. If you are proposing a change to an existing policy, then attach the text of the current policy with any deleted language marked by a strikethrough and with new language marked by an underline. If you are deleting a policy, then attach the text of the policy to be deleted.

COMMITTEE(S) that authored or sponsored this proposal: **Senate Committee on Finance and Planning**

TOPIC:

- 1. Deletion of President's Advisory Committee on Planning and Budget (FPPM, pp. 195-196)**
- 2. Revision of description for the Committee on Finance and Planning (FPPM, p. 170)**
- 3. Revision of Senate By-laws, Article XIV – Committee on Finance and Planning (FPPM, p. 152)**

BACKGROUND (Provide a brief statement describing the origins of this proposal, the nature of the problem it addresses, and the work completed to devise the proposal):

This year as part of the President's Strategic Initiatives a new strategic planning and budgeting process has been developed. The result of that work is a new University Planning Council to oversee this process. Members of the Senate Finance and Planning Committee have been included as members of the University Planning Council, and the chair of the Senate committee will serve as co-chair of the University Planning Council. This new initiative necessitates changing the description of the committee, as well as changing the description of the committee in the Senate by-laws and deleting the President's Advisory Committee on Planning and Budget description from the FPPM.

SUMMARY OF NEW POLICY OR PROPOSED CHANGES OR DELETIONS TO AN EXISTING POLICY (Provide a brief list or statement describing the content of the policy or the proposed changes or deletions):

- Committee members will now serve as voting members of the University Planning Council.**

- **Membership reduced from 5 to 4. Delete restriction that 2 members have also to serve on Senate. Add that preferably at least one member of the committee will have experience teaching graduate-level classes.**
- **Terms of office changed from 1 year to 3-year staggered terms.**
- **Chair of the committee also serves as co-chair of the University Planning Council. Must have served at least one year on the Committee on Finance and Planning.**

RATIONALE FOR THE POLICY OR PROPOSED CHANGES (Provide a brief statement as to why the new policy, the changes, or the deletion is needed):

- **Reducing the number of members is in keeping with the new composition of the University Planning Council.**
- **Extending the membership terms allows for individuals to gain experience and expertise on the committee.**
- **The chair of the committee must also have some prior experience on the committee before serving as chair.**
- **Changes to the By-Laws description of the committee make it consistent with the changes to the Committee description.**

Date submitted to Senate Executive Committee for Consideration: _____

Action(s) Taken:

Date first read at Faculty Senate: _____

Action(s) Taken:

Date final action taken by Faculty Senate: _____

Final action(s) Taken:

K. COMMITTEE ON FINANCE AND PLANNING (FPPM, p. 170)

1. **Purpose and Duties:** This committee shall serve as an information link between the faculty and the administration on finance and budget. **Committee members also serve as voting members of the University Planning Council.**
2. **Membership:** ~~5~~ **4** (~~2 Senate members and at least 3 non-Senate faculty, at least one faculty from each college.~~)
3. **Ex-officio Members:** None.
4. **Tenure Restrictions:** None.
5. **Departmental Restrictions:** No more than 1 from a department unless there are good reasons to make exception.
6. **College Restrictions:** At least 1 from each college.
7. **Other Restrictions:** ~~None.~~ **Preferably at least one member of the committee will have experience teaching graduate-level classes at Longwood.**
8. **Term of Office:** ~~One year, may be reappointed.~~ **Three years, may be reappointed for up to two consecutive terms, with potential reappointment after one year off. Terms should be staggered to ensure a smooth transition from year to year.**
9. **Method of Selection:** Appointed by the Executive Committee of the Faculty Senate.
10. **Chair:** Appointed by the Executive Committee of the Faculty Senate. **Also serves as co-chair of the University Planning Council. Must have served at least one year on the Faculty Senate Committee on Finance and Planning.**
11. **Reporting Route:** To the Faculty Senate. **The chair will make regular reports to the Faculty Senate.**

References: By-Laws of the Faculty Senate

ARTICLE XIV -- COMMITTEE ON FINANCE AND PLANNING (FPPM, p. 152)

Section 1. This committee shall serve as an information link between the faculty and administration on finance and budget. **Committee members also serve as voting members of the University Planning Council.**

Section 2. This committee shall be appointed by the Executive Committee and shall consist of ~~5 members including at least 2 Senators.~~ **4 members.**

Section 3. ~~The term of office for this committee shall be for one year, but individuals may serve additional terms.~~ **The term of office shall be three years, and members may be reappointed for up to two consecutive terms, with potential reappointment after one year off.**

Section 4. The chair of this committee shall be appointed by the Executive Committee. **The chair also serves as co-chair of the University Planning Council and must have served at least one year on the Faculty Senate Committee on Finance and Planning. The chair will make regular reports to the Faculty Senate.**