

## Appendix 2 Faculty Senate Bylaws

### Guidelines for Senior Senators

#### Definition of the Senior Senator

Section 4.5 of the Faculty Senate Constitution indicates that each unit shall have one senator designated as the "Senior Senator." The senior senator is defined as the person with the least time remaining in a current three year term. If there is more than one such person in a particular unit, the senators in question will determine seniority.

#### Role of the Senior Senator

According to Section 6 of the Faculty Senate Constitution, the senior senators are responsible for conducting elections in their respective units. To this end, senior senators are responsible for knowing and following the election procedures specified in their unit bylaws and in Section 6.1 of the Faculty Senate Constitution.

Senior Senators shall act as the liaison between the Senate Executive Committee and the senators representing their respective units. In this role, senior senators are encouraged to meet with the other senators on a regular basis to debate issues pending in the Senate, make recommendations for Senate action, relate information from the Senate Executive Committee, and discuss any issues that may affect the Senate and those the Senate represents.

Senior Senators will be asked to make arrangements to communicate with their college governing bodies. Such arrangements might include but are not limited to: 1) Serving as ex-officio members of the college executive committee; 2) Providing standing reports at college meetings; and 3) Requesting to be put on the agenda at college executive committee meetings. Senior senators will also be responsible for communicating to their constituents any Senate matters that are likely to concern them. Furthermore, any concerns about failure to communicate information to constituents received by members of the Senate Executive Committee will be forwarded to the senior senator.